

SIR JONATHAN NORTH COMMUNITY COLLEGE

PERSON SPECIFICATION Assistant Principal

Appointment criteria	Essential	Desirable
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Qualifications		
Teaching qualification	✓	
Degree or equivalent	✓	
Evidence of recent and relevant professional development	✓	

Experience		
Current experience at middle leadership level	✓	
Significant and successful teaching experience at secondary level	✓	
Successful experience of leading and managing team(s)	✓	

Knowledge and Understanding		
Of best practice in school improvement including new approaches to teaching and learning (including new technologies)	✓	
Of how to use comparative data, together with information about students' prior attainment, to establish benchmarks and set targets for improvement	✓	
Of how to promote high levels of progress for all students, including those with special educational needs and more able students	✓	
Of the College's role in the community, including an understanding of cultural and religious diversity	✓	
Of the characteristics of an effective School and the contribution that evidence from inspection, self evaluation and research can make to professional and College development	✓	
Of how to promote and implement the principles of inclusion and equal opportunities for staff and students, so that all members of the College community are valued.	✓	

Leadership and Management Skills		
Able to communicate vision to persuade and inspire staff and students	✓	
Able to lead and manage people to work as individuals and as a team, in managing change that maintains motivation and morale	✓	
Able to secure the commitment of students, staff, parents/carers, governors and the community to the College.	✓	
Able to generate and sustain successful partnerships with community organisations, companies and employers.	✓	
Able to plan time and organise work effectively. This will include an ability to: <ul style="list-style-type: none"> • prioritise and manage time • work under pressure and meet deadlines • be self motivating and set challenging personal goals 	✓	

Communication Skills		
Able to communicate clearly and take into account, where appropriate, the views of others	✓	
Able to communicate effectively, both orally and in writing, with students, parents/carers, governors and the wider community	✓	
Able to negotiate and consult effectively	✓	
Able to deal sensitively with people and resolve conflicts	✓	

College Ethos		
Able to work with all staff and governors to promote the College as a caring and successful centre of learning for the community	✓	
Able to ensure that the College atmosphere is welcoming when parents/carers visit and that parents/carers are encouraged to take an active part in the life of the College and their child's education	✓	
Able to maintain a climate of mutual respect and achievement, that recognises and values the contributions of all individuals and groups	✓	

Personal Attributes		
Adaptability	✓	
Energy and enthusiasm	✓	
Reliability and integrity	✓	
Ability to think creatively and strategically	✓	
Analytical capacity to lead and manage complex information and situations	✓	
Good health and attendance	✓	
A sense of humour	✓	

March 2017