

St Joseph's Catholic Primary School Malmesbury



Headteacher Person Specification

Professional Qualities, Knowledge and Experience Key: E = Essential and D = Desirable	E	D
Practising Catholic	✓	
Qualified Teaching Status	✓	
Degree	✓	
Catholic Teachers' Certificate or other Catholic teachers' qualification, such as CCRS		✓
EXPERIENCE		
Recent successful experience as a Senior Leader, preferably Head Teacher, in a Primary School	✓	
Experience of involvement in managing school finances and budgets	✓	
Experience of working in partnership with a Governing Body	✓	
Experience of working in partnership with the Diocese, the Local Authority, other partner schools and outside agencies		✓
Primary teaching experience & ability to demonstrate an understanding & delivery of outstanding Primary practice including effective assessment methods	✓	
Experience of leading teaching and learning of RE in a Catholic school		✓
Record of classroom teaching within the primary age-range	✓	
Nursery – experience of working in a school with nursery provision.		✓
Experience of meeting the individual needs of the whole child through child-centred learning ensuring each child reaches their full potential	✓	
An inclusive practitioner who understands and has knowledge and	✓	

experience of working with children with SEND and EAL needs, and able to cater for the needs of all pupils		
Experience of monitoring and evaluating the quality of teaching and learning throughout the school and using performance data and current assessment methods to identify learning needs and raise standards and achievement	✓	
Experience of delivering professional development	✓	
Experience of planning, implementing, evaluating and prioritising staff development		✓
SKILLS, KNOWLEDGE AND UNDERSTANDING		
Ability to lead by example and communicate a strong Christian and Catholic vision and values & identify clear strategies for implementation	✓	
Conversant with the governors' statutory role in a Catholic school/academy and knowledge of current legislation and developments in Catholic education	✓	
Ability to support and lead the Catholic identity of the school and nurture the children's spiritual development, including the ability to lead collective worship which contributes and enriches the prayer and spiritual life of the school	✓	
Involvement in the life of a parish		✓
The ability to use whole school self-evaluation to raise standards and bring about school improvement		✓
An ability to understand the financial management of a Catholic school; a willingness to undertake necessary training in this area	✓	
Awareness and understanding of the current OFSTED and Section 48 processes and framework	✓	
To be an effective communicator and good listener to a wide variety of audiences and in a variety of settings	✓	
An ability to help children and their families overcome barriers to learning	✓	
Recognise and celebrate the richness and diversity of the school's communities	✓	
Confident decision-maker, able to think strategically whilst managing priorities and time; ability to delegate as appropriate	✓	
Appreciate the importance of a healthy work life balance and model it for others	✓	
The ability to set and embed the highest standards of behaviour throughout the school	✓	
Ability to manage and develop a broad and balanced curriculum, including the use of technology, with the confidence to be innovative and creative	✓	
Ability to maintain existing outstanding practice and manage and embrace change	✓	
Knowledge and ability to ensure safeguarding and promote the welfare of all children	✓	
QUALITIES		
Ability to maintain, lead and promote the Catholic life of the school and its	✓	

place within linked parishes and the wider community		
Open, approachable and supportive to staff and parents/carers, as well as being committed to being seen as an active participant in all aspects of school life	✓	
Highly motivated with high expectations that can be communicated to all community members	✓	
The ability to identify opportunities to develop the school strategically	✓	
Resilient, optimistic, energetic, and positive, especially in difficult times, and the ability to demonstrate calmness and clear-headedness in a crisis	✓	