

ALTRINCHAM COLLEGE
Person Specification – Head of Department

Essential Requirements	METHOD OF ASSESSMENT *
Altrincham College is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.	
Qualifications	
<ul style="list-style-type: none"> • Fully accredited Qualified Teacher Status before start date of post • A degree in a related subject 	<p>A / C</p> <p>A / C</p>
Expertise/Competence/Skills	
<ul style="list-style-type: none"> • The ability to create a rich and safe learning environment for all pupils by establishing high expectations and promoting purposeful learning • The ability to select and use a range of appropriate classroom management and teaching strategies according to children's differing needs • The ability to challenge and support all pupils to 'do their best' • The ability to be flexible in adapting to different methods of lesson planning, work presentation, classroom organisation and codes of behaviour management • The ability to assess the needs of individual pupils, accurately record and report their progress, set challenging and realistic targets for improvement 	<p>A / I / O / R</p> <p>A / O / R</p> <p>A / R</p> <p>A / I / O / R</p> <p>A / I / R</p>
Experience	
<ul style="list-style-type: none"> • Experience of leading or supporting leadership of a department or providing support to a school / department • Successful teaching and/or training within the age range for which the applicant is applying • Successful teaching within the requirements of the national curriculum • Experience of working as part of a team 	<p>A / I / O / R</p> <p>A / I / O / R</p> <p>A / I / O / R</p> <p>A / I</p>
Knowledge	
<ul style="list-style-type: none"> • A good understanding of your subject secondary curriculum, Key Stage 3 - 5 • A thorough and up to date knowledge of your subject specialism • An excellent knowledge & understanding of how ICT can be used in the teaching of their subject to enhance student learning • A knowledge of strategies to maximise progress and achievement for all children, including pupils with special educational needs, with English as an additional language, and gifted and talented pupils 	<p>A / I / O</p> <p>A / I / O</p> <p>A / I / O</p> <p>A / I / O</p>

<ul style="list-style-type: none"> • A good understanding of Ofsted inspection programmes • Knowledge of departmental monitoring and tracking systems and their role in securing improvement • Good understanding and knowledge of current and new examination specifications 	<p>A / I</p> <p>A / I / R</p> <p>A / I</p>
Specific Qualities	
<ul style="list-style-type: none"> • An effective communicator (written and oral) with pupils, parents and colleagues from a range of different environments • Possess good organisational skills and be reliable in fulfilling commitments and meeting deadlines • Possess professional confidence and be able to work independently • Commitment to further developing professional knowledge, skills and experience through induction and continuing professional development • Commitment to pupils' well-being, and to encouraging pupils to develop self esteem and tolerance • Respect for pupils' social, cultural, linguistic, religious and ethnic backgrounds with an understanding of how these may affect their learning. • Ability to work as part of a team and to develop and maintain positive relationships with teaching and other support staff and, where appropriate, outside agencies; with parents and carers, and to facilitate effective links between home and school • Commitment to promote equality of opportunity and diversity in area of work • A record of good health, attendance and time keeping • The capacity to contribute to creating a culture of high achievement. • Evidence of and commitment to further professional development 	<p>A / I / O</p> <p>A / I / O / R</p> <p>A / I / O / R</p> <p>A / I</p> <p>A / I / O</p> <p>A / I / O</p> <p>A / I / R</p> <p>A / I</p> <p>A / R</p> <p>A / I</p> <p>A / I / R</p>
Desirable Requirements	
<ul style="list-style-type: none"> • Masters degree in relevant subject or Education / further study • Experience of involvement in relevant CPD • Energy, stamina and determination • A sense of humour & ability to remain calm under pressure • A genuine desire to support pupils to be successful • Willingness to take considered risks and innovate • Willingness to be involved in the school as a community • Willingness to participate in or lead extra-curricular activities 	<p>A / I / C</p> <p>A / I</p> <p>A / I</p> <p>A / I</p> <p>A / I</p> <p>A / I</p> <p>A / I</p> <p>A / I</p>

*A = Application Form I = Interview O = Lesson observation R = References C = Certificate