

Person Specification – Head of Music			
Criteria	Essential	Desirable	How to be assessed
Qualifications, Knowledge and Experience: <ul style="list-style-type: none"> • Degree • Qualified Teacher • Detailed knowledge and understanding of the subject area • Ability to apply knowledge and skills from theory in a practical classroom context • Ability to motivate and encourage other teaching colleagues • Effective classroom manager • Can use ICT effectively to support learning. • Effective Tutor 	<p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p>		<p>Application</p> <p>Application</p> <p>A & I</p> <p>A & I</p> <p>Interview</p> <p>A & I</p> <p>A & I</p> <p>Interview</p>
Planning and Organising: <ul style="list-style-type: none"> • Good organisational ability • Well developed time management skills • Able to organise own resources and activities to deadline and quality standards • Able to plan, manage, organise and assess teaching and learning objectives 	<p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p>		<p>Interview</p> <p>Interview</p> <p>A & I</p> <p>A & I</p>
Problem Solving and Initiative: <ul style="list-style-type: none"> • Able to demonstrate understanding of complex problems and apply in depth knowledge to address them • Able to develop original techniques, methods and solutions. 	<p>Y</p> <p>Y</p>		<p>Interview</p> <p>A & I</p>
Management and Teamwork: <ul style="list-style-type: none"> • A Team player able to work effectively in a team, understanding the strengths and weakness of others to help team development • Able to manage and deliver training units and contribute to team-taught course units • Able to contribute to wider school management, administration and initiatives • Ability to create effective relationships with a variety of different people. • Able to direct/lead staff to meet deadlines and to support School standards and expectations. 	<p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p>		<p>Interview</p> <p>Interview</p> <p>Interview</p> <p>A & I</p> <p>Interview</p>
Communicating and Influencing:			

<ul style="list-style-type: none"> • Able to influence and generate enthusiasm for new initiatives • Good communication skills, able to clarify and explain instructions clearly • Effective home/school communicator • Able to manage conflict and challenging people 	<p>Y</p> <p>Y</p> <p>Y</p> <p>Y</p>		<p>A & I</p> <p>A & I</p> <p>A & I</p> <p>Interview</p>
<p>Other Skills and Behaviours:</p> <ul style="list-style-type: none"> • Ability to stay calm • Empathy with teaching staff and sympathetic to their needs • Professionally discrete and able to respect confidentiality in particular areas 	<p>Y</p> <p>Y</p> <p>Y</p>		<p>A & I</p> <p>Interview</p> <p>Interview</p>