

## Person Specification

**Job Title: Principal**

**Prepared By: Shaw Education Trust**

**Date: December 2020**

Listed below are the requirements that the Trust Board consider to be necessary for the role of Principal at St Martins School, Derby.

Attributes	Requirements	Essential/ Desirable	Measurement
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Qualified Teacher Status</li> <li>• Honours Degree or equivalent</li> <li>• Recent and relevant ongoing CPD</li> <li>• NPQH</li> </ul>	Essential Essential Essential Desirable	APP APP APP F/I APP
<b>Experience</b>	<ul style="list-style-type: none"> <li>• Successful teaching experience</li> <li>• Proven skills in the dissemination of good practice</li> <li>• Recent and relevant experience as a senior leader</li> <li>• Involving and working with external partners and the local community</li> <li>• Successful experience in leading and managing change and innovation to achieve high performance</li> <li>• Experience of leading high performing specialist provision</li> </ul>	Essential  Essential  Essential  Essential  Desirable	APP  APP  APP F/I LOA  APP F/I LOA  APP F/I LOA  APP F/I
<b>Knowledge &amp; Understanding</b>	<p>Candidate must demonstrate knowledge and understanding of current issues and best practice including:</p> <ul style="list-style-type: none"> <li>• Safeguarding children and young people</li> <li>• Clear understanding of highly effective specialist provision</li> <li>• What constitutes an outstanding school</li> <li>• Strategic planning and school self-evaluation</li> <li>• Leading the management of dynamic change</li> </ul>	  Essential  Essential  Essential Essential  Essential  Essential	  APP F/I LOA ASS  APP F/I LOA ASS  APP F/I LOA ASS  APP F/I LOA ASS

	<ul style="list-style-type: none"> <li>• Comparative data and performance indicators to establish benchmarks and set targets for improvements</li> <li>• National policy framework and current educational legislation, initiatives and teaching standards</li> <li>• Principles of effective teaching and assessment for learning</li> <li>• Roles and responsibilities of trustees and local governing boards and the requirements of accountability.</li> <li>• School budget management and financial responsibilities. Strategies for fostering school improvement, including attendance and behaviour for learning</li> <li>• Equal opportunities and commitment to their pursuit</li> <li>• Legal issues relating to school management</li> <li>• Ability to ensure the shared vision and core values of the academy are consistently translated into action</li> <li>• Ability to strategise and bring energy to the creation of something exceptional for learners</li> <li>• Motivate staff and students to achieve their best by empowering their contributions to leadership and management</li> </ul>	<p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p>	<p>APP F/I LOA ASS</p> <p>APP F/I LOA ASS</p> <p>APP F/I LOA ASS</p> <p>APP F/I LOA ASS</p> <p>APP F/I LOA ASS</p> <p>APP F/I LOA ASS</p> <p>APP F/I LOA ASS</p> <p>APP F/I LOA ASS</p> <p>APP F/I LOA ASS</p> <p>APP F/I LOA ASS</p> <p>APP F/I LOA ASS</p> <p>APP F/I LOA ASS</p> <p>APP F/I LOA ASS</p>
<b>Personal</b>	Candidates must demonstrate:		

Qualities			
	<ul style="list-style-type: none"> <li>• A commitment to the welfare and safeguarding of young people across the day school and residential</li> </ul>	Essential	APP F/I LOA ASS
	<ul style="list-style-type: none"> <li>• Strong personal motivation and drive to ensure school improvement</li> </ul>	Essential	APP F/I LOA ASS
	<ul style="list-style-type: none"> <li>• A genuine enthusiasm for, and commitment to, the development of young people, and concern for the development of colleagues and members of the wider academy community</li> </ul>	Essential	APP F/I LOA ASS
	<ul style="list-style-type: none"> <li>• The ability to inspire and motivate staff, pupils and the wider community and engage their active commitment to your vision</li> </ul>	Essential	APP F/I LOA ASS
	<ul style="list-style-type: none"> <li>• Commitment to ensuring inclusion, addressing diversity and access</li> </ul>	Essential	APP F/I LOA ASS
	<ul style="list-style-type: none"> <li>• Commitment to own personal and professional development and that of all staff.</li> </ul>	Essential	APP F/I LOA ASS
	<ul style="list-style-type: none"> <li>• High order analytical and problem solving skills and the ability to make informed judgements</li> </ul>	Essential	APP F/I LOA ASS
	<ul style="list-style-type: none"> <li>• The ability to project the academy in a positive way and continue to enhance the academy standing and role at the heart of the community</li> </ul>	Essential	APP F/I LOA ASS
	<ul style="list-style-type: none"> <li>• Evidence of collaborative working and networking with others, within and beyond the academy to build and sustain a learning community</li> </ul>	Essential	APP F/I LOA ASS
	<ul style="list-style-type: none"> <li>• The ability to understand and appreciate the school's current strengths and the</li> </ul>	Essential	APP F/I LOA ASS

	<p>ways in which these might be further developed to improve learner outcomes</p> <ul style="list-style-type: none"> <li>• The ability to form and maintain appropriate relationships and personal boundaries with young people</li> <li>• The ability to promote a school culture and curriculum which takes into account the richness and diversity of a wider community</li> </ul>	Essential	APP F/I LOA ASS
			APP F/I LOA ASS
			APP F/I LOA ASS
<b>Skills &amp; Abilities</b>	<ul style="list-style-type: none"> <li>• The ability to make good decisions, solve problems and analyse issues by interrogating a broad range of data</li> <li>• The ability to implement and manage change effectively</li> <li>• The ability to lead by demonstrable presence and communicate well to a variety of audiences</li> <li>• To work well under pressure while maintaining excellent relationships and excellent organisational skills.</li> </ul>	Essential	ASS
		Essential	LOA/F/I
		Essential	F/I/ASS
		Essential	ASS

**MEASURED BY KEY:**

APP = Application form

LOA = Letter of Application

ASS = Assessment activities

F/I = Formal interview

In addition to candidate's ability to perform the duties of the post, the interview will explore issues relating to safeguarding and promoting the welfare of children including:

- Motivation to work with children and young people
- Ability to form and maintain appropriate relationships and personal boundaries with children and young people
- Attitudes to the use of authority and maintaining discipline
- Ability to enthuse, engage and motivate staff and stakeholders
- The post holder will be required to have an enhanced DBS check

**If a candidate is short-listed any relevant issues arising from his or her references will be taken up at interview.**