

Person Specification – Head of History

Part A: Application Stage

The following criteria (experience, skills and qualifications) will be used to short-list at the application stage:

Essential

1	Qualified Teacher Status and with a relevant honours degree in the subject area and a relevant teaching qualification
2	A BA/BSc Degree in the subject area (or related to the subject area) or relevant in depth knowledge of a subject area
3	A demonstrable and proven track record of achievement in teaching Key Stages 3/4/5 and understanding the needs of students
4	A detailed, up to date knowledge and understanding of History
5	Experience of effective co-ordination / management / leadership of a key stage or department.
6	Experience of managing / supervising teaching
7	A good, up to date working knowledge and understanding of teaching, learning and behaviour management strategies.
8	Experience of examination / testing requirements in History and using data to inform teaching.
9	Good written and communication skills
10	Evidence of appropriate, relevant and on-going professional development and training.
11	Experience of managing a budget effectively.
12	Experience of managing change effectively

Desirable

13	Other interests / expertise that would benefit learners and the school.
14	Experience of developing and delivering in service training for staff

Part B: Assessment Stage

Items 1 - 8 of the application stage criteria and the criteria below will be further explored at the assessment stage:

Essential

1	An ability to motivate, support and monitor teaching staff to ensure that standards are raised, and targets and priorities of the school are achieved.
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2	An understanding and ability to set realistic and challenging targets and be able to assess and review learners' progress within an area of the curriculum.
3	A knowledge and understanding of the school self assessment process.
4	Able to communicate effectively with children, young people, staff and parents/carers.
5	Able to engage and motivate learners in the school environment.
6	Have positive values, attitudes and have high expectations for learners.
7	Be aware of current legislation, policies and guidance on the safeguarding of learners and the promotion of their wellbeing.
8	Able to work collaboratively as member of a team, (and as a leader of a team), and contribute to the professional development of colleagues, including the sharing effective practice.
9	Able to plan, organise and prioritise and manage time effectively.
10	Good verbal, interpersonal and leadership skills.
11	Experience of planning, developing, implementing and reviewing new initiatives and curriculums.

Desirable

12	An ability to teach across the secondary age range
13	An ability to contribute to extra-curricular activities.
14	An ability to contribute to whole school development initiatives / school improvement planning.
15	Able to use ICT knowledge and skills in the learning environment.
16	Working with governing bodies, parents and the community
17	Working with cross curricular teams
18	Experience of initiatives related to stretch and challenge, effective intervention, supporting students with EAL/SEN needs.

The following methods of assessment will be used:

Method		Method	
Interview	Yes	Presentation	Yes
Lesson Observation	Yes	Structured discussion with pupils	Yes

Part C: Additional Requirements

The following criteria must be judged as satisfactory when pre-employment checks are completed:

1	Enhanced Certificate of Disclosure from the Criminal Records Bureau
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2	Additional criminal record checks if applicant has lived outside the UK
3	Barred List check
4	Qualified Teacher Status
5	Two references from current and previous employers (or education establishment if applicant not in employment)
6	Medical clearance
7	A good attendance record