

ASCENT ACADEMIES TRUST
PERSON SPECIFICATION - Head of Academy

ESSENTIAL				DESIRABLE		
	Criteria No.	ATTRIBUTE	Stage Identified	Criteria No.	ATTRIBUTE	Stage Identified
Qualifications & Education	E1	Qualified Teacher Status	Application Certificate	D1	Recognised Management Qualification	Application Certificate
	E2	NPQH or LPSH qualification or willingness to undertake the training	Application Certificate	D2	Completion of Safer Recruitment Training	Application Certificate
Experience & Knowledge	E3	Experience as a Head Teacher/Deputy Head Teacher	Application Reference Interview			
	E4	Significant knowledge of current SEN policy and its application within the special education sector	Application Reference Interview			
	E5	Experience of managing, developing, inspiring and motivating staff.	Application Reference Interview			
	E6	Demonstrable success in raising standards and meeting challenging targets.	Application Reference Interview			
	E7	Experience of supporting the management of significant organisational development & change.	Application Reference Interview			
	E8	Experience of presenting high quality, strategic information to Trustees/ Governors, and supporting their role as a “critical friend”	Application Reference Interview			
Skills	E8	Excellent oral and written communication skills with an ability to negotiate at all levels.	Application Interview Presentation			
	E10	Be E-confident and able to understand and the promote benefits of ICT and future technology in an educational context.	Application Interview			

	E11	Ability to set appropriate targets for the improvement of academy performance and how to establish, monitor and evaluate an action plan in relation to those targets.	Application Reference Interview			
	E12	Ability to interpret and implement new legislation, policies and directives.	Application Interview			
	E13	Ability to analyse information from a wide variety of sources and solve complex problems.	Application Interview			
	E14	Ability to demonstrate sound organisational skills, work under pressure and determine priorities to meet tight deadlines.	Application Reference Interview			
Personal Attributes	E15	High personal standards of integrity and probity.	Application Reference			
	E16	Enthusiasm, vision, drive, adaptability and resilience	Application Reference Interview			
	E17	Be confident, positive and approachable	Application Reference Interview			
	E18	Be able to secure the loyalty and confidence of pupil, staff, parents, Trustees and others.	Application Reference			
	E19	Have consideration of the views of others	Application Reference			
	E20	Ability to create a learning culture within the organisation, which is recognised by staff, pupils and parents	Application Reference Interview			
	E21	Commitment to personal development.	Application Interview			

	E22	Be able to understand and develop your own emotional intelligence.	Application Interview			
Special Requirements	E23	Be willing to work outside normal hours.	Application Interview			
	E24	To be flexible in order to meet the demanding nature of this role.	Application Reference Interview			
	E25	Suitable to work with children and young people	Application Disclosure			
	E26	A willingness and ability to work in all academies across the Trust as required	Application Interview			