

Norwood School – A Performing and Visual Arts College

HEAD OF DEPARTMENT – person specification

It is anticipated that the successful candidate will possess and be able to demonstrate most of the following qualifications/aspects of professional development, experience, qualities and skills.

Qualifications and professional development

- Qualified teacher status
- Degree
- Evidence of further professional development

Experience

- Minimum of three years successful, innovative and inspirational teaching experience
- Evidence of improving teaching and exam results
- Experience of successful team leadership and team membership
- Evidence of the ability, ambition and experience to develop and maintain a clear and vibrant vision for the curriculum area
- Experience of successfully contributing to aspects of whole school life

Knowledge of

- Current and up to date subject knowledge
- New curriculum, assessment and exam specifications in ICT, Computing Business Studies
- Current educational issues
- Managing change and its impact
- Strategies for raising attainment
- Models of teaching and learning, especially the Secondary Strategy
- The use of a range of evidence, including data to support and evaluate aspects of school life
- Knowledge and understanding of the use, application and development of ICT to enhance teaching and learning

Personal Qualities and Skills

- Excellent skills in people management
- Ability to motivate, support and challenge staff as appropriate
- Excellent oral and written communication skills
- Ability to organise workloads, prioritise, meet deadlines and follow tasks through to successful conclusion
- Ability to set ambitious, challenging goals and targets
- Ability to anticipate problems and solve them creatively
- Ability to delegate tasks and monitor their implementation
- Ability to review progress, procedures and policies to develop areas for which there is individual or shared responsibility
- Ability to manage students firmly, fairly and effectively

In addition, the successful candidate will need:

- A commitment to equal opportunity
- Excellent attendance and punctuality
- Excellent personal presentation
- Humour, optimism and ambition