

WALBOTTLE CAMPUS – Person Specification

Literacy Coordinator TLR 2a

Category	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Qualified Teacher Status. • Degree/Equivalent in English or related relevant subject. 	<ul style="list-style-type: none"> • Further professional qualification, evidence of further study.
Experience	<ul style="list-style-type: none"> • Knowledge of leadership and management strategies. • Teaching KS3, KS4 and KS5 within subject area. • In-depth knowledge of the curriculum in English and Literacy. • Consistent record of raising standards. • Leading/promoting Independent Learning. • Experience of coaching/mentoring teachers. • Evidence of consistently good/outstanding teaching. 	<ul style="list-style-type: none"> • Experience of leadership and management • Successful management of change. • Leading creatively. • Knowledge/experience of monitoring and evaluating staff and student performance. • Knowledge/record of managing and promoting curriculum development. • Knowledge and understanding of the whole school curriculum. • Knowledge and understanding of the options process and planning.
Professional Development	<ul style="list-style-type: none"> • Relevant CPD over last three years. 	<ul style="list-style-type: none"> • Knowledge/Experience of planning, supporting and leading professional development for teaching and/or support staff.
Skills	<ul style="list-style-type: none"> • Ability to communicate effectively orally and in writing. • Ability to use a wide range of ICT both inside and outside the classroom. • Ability to form good relationships with parents, adults and students. • Ability to work collaboratively within a team and when necessary, resolving conflict. • The ability to interpret and use data as a tool for school improvement. 	<ul style="list-style-type: none"> • Proven strong teaching, leadership and management skills. • Good time Management • Proven ability to create conditions for sustained improvement. • The ability to use ICT creatively to promote student engagement and achievement. • The ability to develop relevant subject based data management tools.
Personal Qualities	<ul style="list-style-type: none"> • Sense of humour and perspective • Enthusiastic. • Inspires others. 	

	<ul style="list-style-type: none"> • Approachable. • The ability to be a positive team member as well as team leader. 	
Knowledge and Competence	<p>To demonstrate:</p> <ul style="list-style-type: none"> • Developed understanding of new and emerging technologies to support learning and teaching. • Strategies for ensuring inclusion and diversity • Knowledge of Self review and evaluation procedures [whole school/departmental/year]. • Identification and intervention strategies which ensure student achievement. 	<p>To demonstrate:</p> <ul style="list-style-type: none"> • Understanding of strategic Development Planning Process • Strategies for raising achievement and achieving excellence. • Sound knowledge of current national policies. • Experience of Self review and evaluation procedures [whole school/ departmental/ year].
Understanding	<ul style="list-style-type: none"> • The use of a range of evidence to support, monitor, evaluate and improve aspects of school life, including challenging poor performance. • Combination of the outcomes of regular school self review with external evaluations. 	<ul style="list-style-type: none"> • The use of performance management to support, monitor, evaluate and improve aspects of school life, including challenging poor performance. • Understanding and experience of the work of the school governors.
Other Qualities	<ul style="list-style-type: none"> • Inspire, challenge, motivate and empower others to carry the vision forward. • Model the vision and values of the school. • Demonstrate personal enthusiasm for and commitment to the learning process. • Access, analyse and interpret information. • Resilience. • Loyalty to the Leadership Team and the Governing Body. 	