

## Person Specification

### Job Title: Second in Department

<b><u>Knowledge</u></b>	<b><u>Essential</u></b>	<b><u>Desirable</u></b>
Good understanding of your subject secondary curriculum, Key Stage 3 and 4	✓	
Good understanding of your subject secondary Key Stage 5 curriculum		✓
A record of appropriate and continuing CPD	✓	
Good understanding of school improvement and Ofsted inspection programmes		✓
Knowledge of departmental monitoring and tracking systems and their role in securing improvement	✓	
Ability to use data to analyse and evaluate school/departmental performance		✓
Knowledge of Ofsted inspection framework and Evaluation Schedule		✓
Good understanding and knowledge of current and new examination specifications	✓	
Ability to offer advice on school-based assessments and on examination preparation for examinations	✓	
Able to assess school-based assessments accurately and identify strategies for improvement	✓	
Knowledge and understanding of marking criteria and using experience of this to support departmental colleagues		✓
<b><u>Qualifications</u></b>	<b><u>Essential</u></b>	<b><u>Desirable</u></b>
Degree in relevant subject		✓
Qualified Teacher Status	✓	
<b><u>Experience</u></b>	<b><u>Essential</u></b>	<b><u>Desirable</u></b>
Successful experience of teaching at all key stages	✓	
Evidence of managing and leading a new initiative across a department or whole school		✓
Evidence of involvement in transformational change within a department		✓
<b><u>Skills</u></b>	<b><u>Essential</u></b>	<b><u>Desirable</u></b>
An outstanding classroom practitioner with a clear direction and vision for teaching and promoting the subject across the department	✓	
Outstanding relationships with students and staff members which promotes excellent classroom discipline and attainment	✓	

Able to deliver bespoke CPD to colleagues and trainees		✓
To be able to analyse and review data and provide feedback and high quality reports		✓
To be able to develop intervention strategies that bring about rapid improvement	✓	
Able to work flexibly and under pressure	✓	
Able to provide clear strategies for improvement, following analysis/review of data and/or performance	✓	
To be able to provide resources for departments	✓	
Develop and deliver clear examination and intervention work	✓	
Experience of working in one or more areas: <ul style="list-style-type: none"> <li>• KS4 intervention work</li> <li>• Whole school programmes</li> <li>• Developing KS3 as a foundation for KS4 work</li> </ul>		✓