



ALDERSLEY HIGH SCHOOL

PERSON SPECIFICATION: Head of Year

	Essentials	Desirables
Qualifications	<ul style="list-style-type: none">• Have a good education to GCSE (or equivalent) or beyond.• Evidence of CPD	<ul style="list-style-type: none">• Qualifications in counselling, mentoring• Show excellent pastoral knowledge
Experience	<ul style="list-style-type: none">• Knowledge and understanding of KS3• Experience of the mentoring of students• Knowledge of outside agencies which support young people in the locality• Experience of working with families	<ul style="list-style-type: none">• Experience in interpreting data to support school improvement• Good knowledge of the whole secondary curriculum• Knowledge of current educational research relating to matters pertaining to pastoral care
Practical Skills	<ul style="list-style-type: none">• Good communicator with strong interpersonal skills• Ability to motivate students and foster a team spirit• Ability to plan & organise effectively• Experience of using ICT in management & data handling	<ul style="list-style-type: none">• Ability to manage change• Ability to raise school achievement through wider professional input
Personal Qualities	<ul style="list-style-type: none">• Drive, ambition, vision and resilience• Promotes equality of opportunity for all• Committed to safeguarding children• Commitment to ensuring a nurturing environment• The capacity to listen empathise and resolve conflict	<ul style="list-style-type: none">• Ability to lead effective meetings with a clear agenda• Have a personal impact and presence• Ability to self-manage