

**Ernest Bevin College****Person Specification**

<b>Title:</b> Head of Sixth Form	<b>Salary:</b> Teaching pay scale +TLR1 (£8,291- £14,030)
<b>Supported by and Reporting to:</b> The Principal	<b>Assisted By:</b> Teaching and non-teaching staff

<b>CRITERIA</b>	<b>ESSENTIAL</b>
<b>QUALIFICATIONS</b>	<ul style="list-style-type: none"> <li>• An honours degree (or equivalent) in a subject relevant to the post</li> <li>• Qualified Teacher Status (QTS)</li> <li>• Further senior level qualification</li> </ul>
<b>EXPERIENCE</b>	<ul style="list-style-type: none"> <li>• Varied and successful teaching experience across 11-19 range, preferably in more than one educational setting</li> <li>• Proven record of improving outcomes and the educational experience in the Sixth Form</li> <li>• Experience of successful implementation of a whole school initiative</li> <li>• Successful experience of innovative performance management and CPD systems</li> <li>• Experience of successful whole college intervention processes</li> </ul>
<b>KNOWLEDGE AND SKILLS</b>	<ul style="list-style-type: none"> <li>• An outstanding classroom practitioner as defined by Ofsted criteria</li> <li>• A thorough understanding of current developments and initiatives in 11-19 and post-16 education</li> <li>• The ability to monitor, review and evaluate the work of the college against OFSTED criteria</li> <li>• Deep understanding of the college curriculum and specialisms</li> <li>• Ability to exploit opportunities for success and remove barriers to achievement for pupils and staff</li> <li>• Experience of whole school review processes</li> <li>• Awareness of responsibility towards the safeguarding of pupils</li> </ul>
<b>PERSONAL QUALITIES AND CHARACTERISTICS</b>	<ul style="list-style-type: none"> <li>• The drive to help ensure EBC is the best education provider in the area</li> <li>• Energy, enthusiasm and stamina</li> <li>• Flexibility and determination</li> <li>• Ability to work under pressure, meet deadlines, and establish positive relationships with students, parents, staff and outside agencies</li> <li>• Proactive, charismatic and inspirational leader</li> <li>• Commitment to the promotion of equal opportunity</li> </ul>

	<ul style="list-style-type: none"> <li>• Loyalty to the college, pupils, staff, parents and community</li> </ul>
<p><b>SPECIFIC TO THE POST</b></p>	<p>The ability and enthusiasm to:</p> <ul style="list-style-type: none"> <li>• Lead, drive and improve the quality of teaching and learning at Key Stage 5</li> <li>• Recruit and retain students in the Sixth Form</li> <li>• Be proactive identifying areas of college improvement and lead in this area</li> <li>• Lead by example and have high expectations of standards from both pupils and staff</li> <li>• Analyse external and internal pupil assessment data and drive on improving pupil outcomes</li> <li>• Challenge underperformance in subject areas</li> <li>• Provide learners, colleagues, parents and carers with timely, accurate and constructive feedback on learners' attainment, progress and areas for development in Key Stage 5</li> <li>• Contribute to curriculum development and monitor its impact at Key Stage 5</li> <li>• Take a leading role in developing, implementing and evaluating policies and practice that contribute to college improvement</li> <li>• Exhibit highly developed interpersonal skills which allow the Head of Sixth Form to be effective in the college</li> <li>• Lead on day to day whole college management</li> <li>• Be flexible in carrying out duties in accordance with changes in the college</li> <li>• Enjoy working with pupils, parents and staff</li> </ul>