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**Person Specification: Headteacher**

The Diocese of Norwich Education and Academies Trust and Kessingland Church of England Primary Academy are committed to safeguarding and promoting the welfare of Children and Young People and require all staff and volunteers to share this commitment.

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| **Responsible to** | Academies Group Executive Principal / DNEAT CEO |
| **Grade** | Leadership 15 - 21 |
| **Hours** | 1.0 FTE |
| **Location** | Based at the Kessingland Church of England Primary Academy. You may be required to travel to undertake work at academies and sites within the Diocese of Norwich Education and Academies Trust as needed. |

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|  | **Essential Criteria** | **Desirable Criteria** |
| **Education and Qualifications** | * Qualified Teacher Status | * Designated Safeguarding Lead training * NPQH |
| **Skills and**  **Abilities** | * Able to follow the Trust’s safeguarding procedures and recognise when to report any concerns * An excellent teacher who can lead by example * Ability to multitask and prioritise in a fast-moving environment * Ability to negotiate and mediate * Can lead teams * Enthusiasm and expertise in developing and implementing a curriculum that is exciting and inspiring for children and staff alike * Can coach, support and challenge |  |
| **Experience** | * Experience of working at a senior/middle management level and holding line management responsibility * Teaching across the primary age range * Experience of leading whole school initiatives with evidence of positive impact on outcomes for pupils * Leadership of a core curriculum area * Experience of using assessment systems and data analysis * Experience across the appropriate age range in a small school * Demonstrate experience of senior leadership as a minimum as a Deputy Head, Assistant Headteacher or equivalent | * Experience of holding staff to account through performance management * Experience of school finance * Project and change management experience * Experience of site and building management * Involvement in a SIAMS inspection |
| **Knowledge and understanding** | * The responsibility of every individual for safeguarding and promoting the welfare of children * Up to date knowledge and understanding of Ofsted and SIAMS expectations and framework |  |
| **Personal Qualities** | * Passionate commitment to education * Ability to work calmly under pressure * Integrity, professionalism, and reliability * Enthusiasm and a positive ‘can do’ disposition * Excellent interpersonal skills * Supportive of the Academy’s Christian ethos * Setting and achieving challenging goals |  |
| **Other requirements** | * A professional role model who is committed to their own professional development and to developing others * Committed to and able to promote the aims of the academy and the values of the Trust. Including promoting our culture of high aspiration that is rooted in our Christian values as demonstrated in the life and teachings of Jesus Christ. * Able to work calmly under pressure and withstand stress * Able to work flexibly, and to attend meetings and INSET days as required |  |

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| **Person specification reviewed by:**  **Date:** |