



Person Specification – Head Teacher

In partnership with parents, Trinity aims through a Christ-centered curriculum, to develop young men and women of faith, good character, strong intellect and generous spirit, able to move confidently into the world and to use their talents and gifts to lead and serve others.

Please write your supporting statement / letter giving evidence of how you meet each of the essential criteria.

Faith Commitment	Essential	Desirable
Practicing and committed Catholic in good standing with the Church	✓	Evidence of participation in parish or Catholic community life
A secure understanding of the distinctive nature of the Catholic school	✓	
Understanding of the headteacher's role as a pastor	✓	
Understanding of the school's role in the Catholic and wider community	✓	
Ability to demonstrate care, compassion and reconciliation	✓	
Confident approach to leading acts of worship in the Catholic school	✓	
Qualifications and training	Essential	Desirable
Degree and Qualified Teacher Status (QTS)	✓	
Evidence of continuing professional development in preparation for HT post	NPQH	MA in Catholic School Leadership
Catholic Certificate in Religious Studies (CCRS) achieved or already in progress	✓	
Experience	Essential	Desirable
A record of substantial, successful teaching experience	✓	Experience in a variety of schools
Experience as a successful leader in the role of Headteacher, Head of School, Deputy	✓	Experience of split phase or vertical school structures
Experience of effecting change in teaching, learning or curriculum either at phase or whole school level	✓	



Professional Knowledge and Understanding	Essential	Desirable	
Understanding the expectations in Ofsted Framework about what makes an effective school	✓		
Good working knowledge of school planning, evaluation, assessment and accountability with ability to role model excellent teaching	✓		
A thorough understanding of the Catholic School Inspection Framework (CSI)	✓		
Ability to analyse data, develop strategic plans, set targets and achieve desired outcomes	✓		
Thorough knowledge and understanding of current educational issues	✓		
Ability to develop policies and procedures that demonstrate the Catholic ethos of the school and commitment to equal opportunities for all	✓		

Promoting the Welfare of the Students	Essential	Desirable	
A good understanding of up-to-date policy and practice with regard to safeguarding. Commitment to safeguarding well-being of staff and pupils	✓		
Professional Skills and Abilities	Essential	Desirable	
Evidence of working effectively with the staff, governors, pupils and parents	✓		
Ability to communicate effectively in writing and orally to a range of audiences including pupils, parents, staff, governors, clergy, fellow professionals and the media	✓		
Ability to produce clear reports, information and advice to staff and governors	✓		
Understanding the criteria for evaluating a Catholic school to provide clear information to the Diocese and the CES when required.	✓		
Personal Qualities	Essential	Desirable	
Evidence of leading by example, demonstrating good interpersonal skills, with the ability to enthuse and motivate others and develop effective partnerships	✓		
Stamina, energy and resilience; confidence	✓		
Optimistic outlook	✓		
Commitment to own work/life balance as well as that of others	✓		
Understand and support the Catholic ethos of our Catholic School, including the spiritual development of the pupils and the school's role within the community	✓		
Evidence of a strong commitment to Catholic Education	✓		