



PERSON SPECIFICATION

Job Title: Assistant College Lead

Scale: Leadership scale 6

	Essential	Desirable	Source
Qualifications			
Honours Degree	X		A
To have a recognised qualification for working with children/young people e.g. QTS / QTLS	X		A
To have completed, or be working towards, the NPQSL qualification	X		A, I
Evidence of participation / accreditation in regular professional development activities	X		A, I
Willingness to undertake required professional training as required	X		A, I
Knowledge, Understanding & Experience			
To have a clear understanding of how young people learn, and with a range of experience of teaching students with SEN	X		A, I, R
To lead, manage and develop a culture of high expectations and appropriate challenge led by personal example		X	A, I, R
Knowledge and understanding of processes and procedures for safeguarding children and adults	X		A, I
Clear knowledge and understanding of current and future Post 16 curriculum developments	X		A, I
To have experience of managing staff in a school/college setting, with the ability to resolve conflict effectively	X		A, I
To have experience of monitoring and quality assurance in terms of education provision	X		A, I
To be able to make difficult decisions and follow them through		X	A, I, R
Experience of strategy formation and implementation at leadership level		X	A, I, R
Experience of raising standards of achievement in an SEN setting		X	A, I, R
To support with the management of financial and human resources effectively		X	A, I, R
Personal Qualities			
To be able to motivate and inspire staff teams	X		A, I, R
To be enthusiastic and committed to their role within the college	X		A, I, R
To have high expectations for student attainment & progress across the college	X		A, I, R
Ability to prioritise effectively	X		A, I, R
To have a high level of resilience, and ability to manage working under pressure	X		A, I, R
Competencies			
Excellent interpersonal and communication skills	X		A, I, R
Ability to utilise ICT to perform duties	X		A, I, R
Willingness to be flexible to work outside the normal working pattern when required	X		A, I, R



Values			
To respect and promote the ethos of the organisation	X		A, I, R

A = Application form I = Interview R = References