



**ROLE OF HEAD OF ICT  
PERSON SPECIFICATION**

**Professional qualifications, experience, skills and abilities**

The successful candidate will have:

<ul style="list-style-type: none"> <li>• QTS or equivalent</li> </ul>
<ul style="list-style-type: none"> <li>• A degree in a relevant subject</li> </ul>
<ul style="list-style-type: none"> <li>• A demonstrable track record of delivering excellent student outcomes at KS3 and KS4</li> </ul>
<ul style="list-style-type: none"> <li>• Evidence of being an excellent classroom teacher at secondary level</li> </ul>
<ul style="list-style-type: none"> <li>• Exemplary and up to date knowledge of Computing and ICT teaching</li> </ul>
<ul style="list-style-type: none"> <li>• An excellent record of punctuality and attendance</li> </ul>
<ul style="list-style-type: none"> <li>• On appointment, a clear enhanced DBS check associated with an ability to promote safeguarding of children</li> </ul>
<ul style="list-style-type: none"> <li>• Excellent ICT skills, knowledge and understanding of current and emerging technologies</li> </ul>
<ul style="list-style-type: none"> <li>• The ability to demonstrate knowledge of latest specifications and curriculum developments</li> </ul>
<ul style="list-style-type: none"> <li>• Knowledge of national educational policy, priorities and initiatives</li> </ul>
<ul style="list-style-type: none"> <li>• Strong inter-personal skills with the ability to liaise with colleagues and to lead and manage</li> </ul>
<ul style="list-style-type: none"> <li>• The ability to motivate and inspire and to build warm and effective professional relationships with staff, pupils and parents</li> </ul>
<ul style="list-style-type: none"> <li>• Strong organisational skills</li> </ul>
<ul style="list-style-type: none"> <li>• An understanding of how to use data to analyse past and current performance in order to improve outcomes</li> </ul>
<ul style="list-style-type: none"> <li>• A flair for creative solutions to problems</li> </ul>
<ul style="list-style-type: none"> <li>• The willingness to acquire skills as appropriate</li> </ul>

<ul style="list-style-type: none"> <li>• A good understanding of the latest evidence and thinking regarding effective practice in Computing/ICT teaching and assessment</li> </ul>
<ul style="list-style-type: none"> <li>• A secure understanding of what excellent ICT teaching looks like</li> </ul>
<ul style="list-style-type: none"> <li>• An interest in pupils of all abilities and willingness and ability to inspire them</li> </ul>
<ul style="list-style-type: none"> <li>• The ability to formulate and lead short and long term development plans</li> </ul>
<ul style="list-style-type: none"> <li>• The ability to plan and implement change</li> </ul>
<ul style="list-style-type: none"> <li>• The ability to analyse situations or problems and suggest strategies for improvement</li> </ul>
<ul style="list-style-type: none"> <li>• Effective communication skills both in writing and speech</li> </ul>
<ul style="list-style-type: none"> <li>• Effective IT skills</li> </ul>
<ul style="list-style-type: none"> <li>• Knowledge about how young people learn</li> </ul>
<ul style="list-style-type: none"> <li>• Knowledge of use of appropriate target setting and monitoring procedures</li> </ul>
<ul style="list-style-type: none"> <li>• The ability to teach outstanding lessons across the age range</li> </ul>
<ul style="list-style-type: none"> <li>• The ability to develop effective schemes of work</li> </ul>
<ul style="list-style-type: none"> <li>• The ability to add value to pupil outcomes</li> </ul>
<ul style="list-style-type: none"> <li>• The ability to operate safe practices</li> </ul>
<ul style="list-style-type: none"> <li>• An ICT specialism</li> </ul>
<ul style="list-style-type: none"> <li>• A full awareness of the current issues relating to teaching ICT in schools</li> </ul>
<ul style="list-style-type: none"> <li>• Experience of budgeting/financial management and resource management (desirable)</li> </ul>
<ul style="list-style-type: none"> <li>• Experience of successful leadership of, or within, an ICT/Computing department (desirable)</li> </ul>
<ul style="list-style-type: none"> <li>• Evidence of successfully developing the practice of other colleagues (desirable)</li> </ul>
<ul style="list-style-type: none"> <li>• A track record of delivering excellent student outcomes at KS5 (desirable)</li> </ul>
<ul style="list-style-type: none"> <li>• Experience of BTec at KS5 (desirable)</li> </ul>
<ul style="list-style-type: none"> <li>• Knowledge of higher education curriculum opportunities (desirable)</li> </ul>
<ul style="list-style-type: none"> <li>• Experience as a tutor (desirable)</li> </ul>

## Attributes

The successful candidate will:

<ul style="list-style-type: none"><li>• Be committed to safeguarding our pupils in line with the school's Child Protection Policy</li></ul>
<ul style="list-style-type: none"><li>• Have a sense of perspective and manifest enthusiasm and drive</li></ul>
<ul style="list-style-type: none"><li>• Have a high degree of emotional intelligence</li></ul>
<ul style="list-style-type: none"><li>• Be resourceful, adaptable and flexible</li></ul>
<ul style="list-style-type: none"><li>• Have a genuine respect for and motivation for working with girls and young women</li></ul>
<ul style="list-style-type: none"><li>• Be strongly committed to improving outcomes for all students and the drive and determination to make this happen</li></ul>
<ul style="list-style-type: none"><li>• Demonstrate the ability to show initiative and to work independently and as part of a team</li></ul>
<ul style="list-style-type: none"><li>• Have a vision for ICT provision across all key stages and the drive to implement it</li></ul>
<ul style="list-style-type: none"><li>• Have the imagination and confidence to develop and share new ideas</li></ul>
<ul style="list-style-type: none"><li>• Be a reflective practitioner</li></ul>
<ul style="list-style-type: none"><li>• Be passionate about ICT and learning</li></ul>
<ul style="list-style-type: none"><li>• Have strong leadership skills</li></ul>
<ul style="list-style-type: none"><li>• Demonstrate enthusiasm and commitment</li></ul>
<ul style="list-style-type: none"><li>• Have the ability to develop new ideas</li></ul>
<ul style="list-style-type: none"><li>• Set high expectations for themselves and their students</li></ul>

**January 2017**

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We are committed to safeguarding and promoting the welfare of children, young people and adults and expect all staff to share this commitment. This post will be subject to an enhanced DBS check.

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