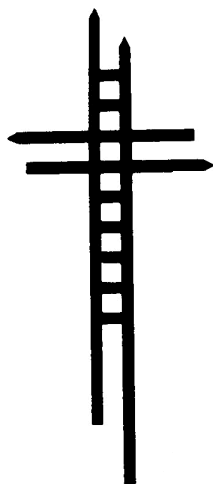


# **DIOCESE OF MIDDLESBROUGH**



## **APPOINTMENT OF DIOCESAN DIRECTOR OF SCHOOLS**

### **PERSON SPECIFICATION**

August 2008

## Diocese of Middlesbrough

### Person Specification for the Post of Director of Schools

This person specification is intended to assist both candidates and trustees in the appointment process.

#### Training and Qualifications:

	Essential	Desirable	Source A – Application I – Interview Process R – references
Qualified Teacher Status (QTS)		✓	A
Degree or comparable professional qualification	✓		A
Higher Degree		✓	A
Recent participation in a range of In-service training	✓		A

#### Faith Commitment / Understanding:

	Essential	Desirable	Source
Committed Catholic with a strong personal faith	✓		A R I
Evidence of participation in life of a faith community		✓	A R I
Sound understanding of the distinctive nature of a Catholic education	✓		A R I
Ability to articulate a philosophy for Catholic education	✓		A R I
Understanding of commitment to curriculum Religious Education	✓		A R I
Understanding of the Education Service's role in the parish and wider community	✓		A R I

#### Experience of successful management in Education/Schools/Colleges:

	Essential	Desirable	Source
Successful leadership at senior level	✓		A R I
Recent experience of Catholic education		✓	A R I

#### Knowledge and Understanding

Applicants should be able to demonstrate a good knowledge and understanding of the following areas relevant to our Catholic schools and colleges:

	Essential	Desirable	Source A – Application I – Interview Process R – references
Understanding of the challenges facing Catholic Education	✓		A I
Understanding of maintained education across the primary, secondary and post 16 phases	✓		A I
Strategic planning processes	✓		A I
Leading change, creativity and innovation	✓		A I
Strategies for ensuring inclusion, diversity and access	✓		A I
The significance of interpersonal relationships and models of continuing professional development (CPD)	✓		A I
The impact of change on organisations and individuals	✓		A I
Principles and strategies of school improvement	✓		A I
Statutory education frameworks, including governance	✓		A I
Current issues and future trends that impact on schools	✓		A I
Models of school, parish, home, community and business partnerships		✓	A I
The work of other agencies and opportunities for collaboration	✓		A I
Strategies which encourage parents and carers to support their children's learning	✓		A I

### Personal Qualities and Abilities

Applicants should be able to provide evidence that they have the necessary personal skills and abilities required by the post to:

	Essential	Desirable	Source
Be optimistic, enthusiastic and resilient in leading and empowering professional colleagues	✓		A I
Think strategically, build and communicate a coherent vision in a range of compelling ways	✓		A I
Inspire, challenge, motivate and empower others to carry the vision forward in a range of settings	✓		A I
Model the values and vision of the service	✓		A I
Demonstrate personal enthusiasm for and commitment to the learning process	✓		A I
Access, analyse and interpret information	✓		A I
Challenge, influence and motivate others to attain high goals	✓		A I
Initiate and support research and debate and develop relevant strategies for improvement	✓		A I
Acknowledge excellence and challenge poor performance across the schools	✓		A I
Foster an open, fair, equitable culture and manage conflict	✓		A I
Develop, empower and sustain individuals and teams	✓		A I
Collaborate and network with others	✓		A I
Give and receive effective feedback and act to improve performance	✓		A I
Establish and sustain appropriate structures and systems	✓		A I

### Personal Qualities and Abilities (Continued)

	<b>Essential</b>	<b>Desirable</b>	<b>Source</b> A – Application I – Interview Process R – references
Manage the service efficiently on a day-to-day basis	✓		A I
Delegate management tasks and monitor their implementation	✓		A I
Prioritise, plan and organise themselves and others	✓		A I
Make professional, managerial and organisational decisions based on informed judgements	✓		A I
Think creatively to anticipate and solve problems	✓		A I
Demonstrate political insight and anticipate trends	✓		A I
Collect and use a rich set of data to understand the strengths and weaknesses of the schools	✓		A I
Recognise and take account of the richness and diversity of the schools' communities, rooted in parish(es)	✓		A I
Engage in a dialogue which builds partnerships and community consensus on values, beliefs and shared responsibilities	✓		A I
Listen to, reflect and act on community feedback	✓		A I