

PERSON SPECIFICATION
ASSISTANT PRINCIPAL – Student Services and Communication

The successful candidate will demonstrate the following essential qualities: -

Experience

- evidence of a significant period of innovative and successful management performance at Director level, or equivalent in an educational environment
- a commitment to the development and welfare of young people
- a good degree and a teaching qualification, with a proven track record as a successful teacher
- evidence of personal initiative and professional development in career to date
- a wide appreciation of educational matters post-16

Values

- a belief in the benefits/strengths of a sixth form college educational experience
- a democratic and consultative management style
- an understanding of the unique nature of the 16-19 age group and the importance of this phase of educational and personal development
- an understanding of and empathy with the pressures that students and colleagues face
- a commitment to equality, diversity and inclusion, in all its manifestations

Skills

- the ability to think strategically and give direction to colleagues
- clear and effective communication
- the ability to manage change and lead others
- flexibility and imagination in approaches to planning and development
- administrative competence and computer literacy
- a sense of humour and the ability to stay positive under pressure

In addition, the following qualities would be desirable, but not essential:

- experience of leading/managing one or more of the areas of responsibility listed in the job description
- safeguarding, learning support, careers or pastoral experience
- experience of managing a budget

