



DARRICK WOOD SCHOOL

HEAD OF SIXTH FORM

Person Specification

Area	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Good Honours Degree, PGCE/QTS 	
Professional Development	<ul style="list-style-type: none"> • Evidence of continuing professional development relevant to the post 	<ul style="list-style-type: none"> • Contribution to the professional development of others • Completed a relevant NPQ or alternative leadership course
Experience	<ul style="list-style-type: none"> • Experience leading a team of colleagues • Successful teaching of a subject to Advanced Level • A track record of raising student attainment and achievement • Experience of the leading a project within school 	<ul style="list-style-type: none"> • Leadership within a Post-16 setting • Experience with Sixth Form student recruitment • Experience organising school events • Responsible for budgets • Experience delivering assemblies and other forms of public speaking
Knowledge and Skills	<ul style="list-style-type: none"> • Passion for teaching to Advanced Level • Excellent subject knowledge • Strong understanding of curriculum design • Understanding of the Sixth Form curriculum offer • Confident leadership skills and the ability to articulate a clear vision and motivate students and colleagues • Effective interpersonal and communication skills • High level literacy skills • Excellent time management, organisational, administrative and IT skills • Confident with data analysis and ability to identify potential issues to inform effective interventions • Knowledge and understanding of the safeguarding procedures • Knowledge of constructing development plans 	<ul style="list-style-type: none"> • The ability to assess the quality of teaching and learning of others and to work with HODs/HOFs to aid in the professional development of teachers with respect to Sixth Form teaching • Knowledge and experience of working with external safeguarding agencies • Knowledge of the UCAS application process • Knowledge of the Oxbridge application process

Personal Qualities

- A commitment to organise extra-curricular and super-curricular opportunities for Sixth Form students
- A commitment to securing the best opportunities for all students
- A commitment to helping all students to achieve their desired destination after Sixth Form
- A commitment to the safety and well-being of every student
- High standards and expectations of self and others
- Drive and initiative to move the Sixth Form forward
- Integrity, loyalty, and commitment
- Strong intellect, energy and an innovative and positive approach to opportunities and challenges
- The capacity to inspire confidence in parents, students and colleagues and work collaboratively
- Sense of humour and enthusiasm