

**Rochdale Borough Council
Person Specification**

Service :	Schools & Inclusion	Post:	Head of Schools
Section :	Schools Service	Post Number :	
Job Ref:		Grade:	Soulbury Points 29-32

Note to Applicants:

The *Essential Criteria* are the qualifications, experience, skills or knowledge you **MUST SHOW YOU HAVE** to be considered for the job.

The *How Identified* column shows how the Council will obtain the necessary information about you.

If the *How Identified* column says the **Application Form** next to an *Essential Criteria* you **MUST** include in your application enough information to show **how** you meet this criteria. You should include examples from your paid or voluntary work.

The Council is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects staff to share this commitment.

Criteria	Essential (E) or Desirable (D)	How Identified: AF Application Form I Interview A Assessment
Filter Questions		
1 Do you have a teaching qualification (QTS)	E	Production of certificate at interview
2 Do you have a degree or equivalent qualification	E	Production of certificate at interview
3 Do you have substantial experience of working at a senior level within schools/or the Local Authority	E	AF/I
4 Do you have substantial experience of delivering school improvement strategies, working with a range of schools from outstanding to schools in intervention.	E	AF/I
(a) Special Working Conditions		
1 Please confirm you are able to undertake some out of hours working and attendance at evening meetings as required.	E	AF
(b) Qualifications and Experience		
1 Please give examples of what experience you have in managing teams within schools and or the Local Authority	E	AF/I
2 Please give examples of working at a strategic level including developing and maintaining partnerships with education providers.	E	AF/I
3 Please give examples of the range of budgets you have managed and the key principles of good budget management.	E	AF/I
4 Please give examples of how you have contributed to corporate priorities within a Local Authority.	E	AF/I
5 Please give examples of how you have influenced senior leaders within schools and within the Local Authority.	E	AF/I
6 Please give an example of how you had strengthened leadership capacity by securing sustainable service and/or school improvement.	E	
7. Please give an example of how you have challenged and held to account staff, schools and or service providers to secure education excellence.	E	AF/I
(c) Skills and Knowledge		

1	Please give examples of your in depth knowledge and application of education legislation and government policies in relation to children's services.	E	AF/I
2	Please give an example of the impact of your leadership within a school setting and/or within the local Authority.	E	AF/I
3	Please demonstrate your ability to analyse and quality assure key performance data to inform effective strategies for improvement.	E	AF/I
4	Please give examples of how through your leadership you have demonstrated a commitment to ensuring equality of opportunity to ensure improvements in outcomes for children and young people	E	AF/I
5	Please give examples of how you have ensured SEND children and young people are championed.	E	AF/I
(d) Behaviours and Values			
1	<p>Approach the job at all times using the values set out in the Rochdale Way:</p> <ul style="list-style-type: none"> • Proud of the difference we make • Passionate about the diversities of the Borough • Pioneering and Open in our Approach <p>Please confirm you are willing to adhere to these values and behaviours.</p>	E	AF/I