

## Person Specification

### Qualifications, knowledge, skills and experience

Minimum level of qualifications required for this job

Qualifications Required	Subject	Essential/ Desirable
Bachelor's degree; HNC; HND NVQ level 5 or relevant equivalent		Essential
Qualified Teacher Status or relevant equivalent.		Essential
Higher Degree or Masters Degree in relevant discipline.		Desirable

Minimum levels of knowledge, skills and experience required for this job

Identify	Describe	Essential/ Desirable
<b>Knowledge</b>		
	Comprehensive knowledge of what constitutes effective school/setting leadership and management and the contribution this can make to school/setting improvement.	Essential
	A good understanding of school/setting improvement and the changing responsibilities of schools/settings and Local Authorities.	Essential
	A good knowledge and understanding of the sector.	Essential
	An understanding of the professional development needs of practitioners/teachers and managers in schools/settings and the means by which these can be best met.	Essential
	An understanding of what constitutes excellent pedagogical and safeguarding practice.	Essential
<b>Skills</b>		
Respect for others	Challenges unethical actions in others, safeguards and demonstrates Cambridgeshire County Council's values.	Essential
Self-confident	Challenges the status quo, displays calm and professional behaviour, demonstrates assertiveness.	Essential

Team work and co-operation	Empowers the team, praises when job is well done, fosters cross team-working.	Essential
Customer focus	Develops service plans and strategies in line with customer needs	Essential
Planning and organising	Aware of service plans and policies and takes appropriate action, uses IT tools effectively.	Essential
Problem solving and decision making	Creates solutions linked to organisational strategies.	Essential
Organisational and political awareness		Essential
Negotiation and influencing	Builds relationships, influences stakeholders. Proven ability to gain the confidence of, senior managers, partner organisations, colleagues and employees, including the influencing and negotiating skills to achieve successful outcomes. Evidence of ability to provide a clear overview of complex issues and provide sound, professional and reliable advice.	Essential
Partnership working	Builds rapport outside the team, involves all relevant parties across functions.	Essential
Initiative	Looks ahead and takes action to create an opportunity to avoid a future problem, challenges accepted/traditional methods.	Essential
Effective communication	Adapts communication style and frames messages to suit different audiences, identifies those who need to be informed and consulted. Excellent presentational and communication skills.	Essential
Strategic thinking	Develops long term objectives and strategies, sees and understands the total picture.	Essential
	An understanding of statistical techniques, particularly in respect of the reliability and significance of statistical comparisons to school and pupil performance data.	Essential
<b>Experience</b>		
	Significant experience as an effective senior leader and teacher/practitioner in school or another educational based organisation.	Essential
	Successful experience as both a practitioner/teacher and a senior manager in an educational setting, including experience within the relevant key stages.	Essential

	Successful experience of managing intervention in schools/settings causing concern.	Essential
	Experience of monitoring and evaluating school/setting provision.	Essential
	Successful track record of developing services and translating local, regional and national requirements into practical outcomes.	Essential
	Proven track record of motivating, training and developing others coupled with the ability and confidence to tackle complex or sensitive problems.	Essential
	The ability to manage a team of advisers and other senior colleagues, who are likely to have been managers in their own right in previous posts.	Essential
<b>Special Requirements</b>	The post holder will need to be able to travel to appointments in schools/settings in any part of the county. Mileage is payable at the relevant County Council rates.	Essential
<b>Equality, Diversity and Inclusion</b>	Ability to demonstrate awareness and understanding of equality, diversity and inclusion and how this applies to this role.	Essential
<b>Net Zero</b>	Ability to contribute towards our commitment of becoming a net zero organisation.	Essential
<b>Safeguarding</b>	Demonstrate an understanding of the safe working practices that apply to this role. Ability to work in a way that promotes the safety and well-being of children and young people/vulnerable adults.	Essential

### Disclosure level

What disclosure level is required for this post?	None	Standard
	Enhanced	<b>Enhanced with barred list checks</b> ✓

### Work type

What work type does this role fit into? (tick one box that reflects the main work type, the default work type is hybrid)	Fixed	<b>Hybrid</b> ✓	Field	Remote	Mobile
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