

Appointment of Subject Area Leader

January 2011

PERSON SPECIFICATION

Elements required to undertake the job are provided under specific headings. Each element is essential or desirable as indicated by an E or D in the “E/D” column.

How the evidence will be tested is indicated under the remaining columns. When completing your application please ensure you demonstrate through evidence how you meet the criteria.

CODE

E/D:- Essential or Desirable A:- Application Form I:- Interview/Presentation

A	Qualifications and experience	E/D	A	I
1.	Qualified Teacher Status	E	<input checked="" type="checkbox"/>	
2.	Degree (or equivalent) in appropriate subject area	E	<input checked="" type="checkbox"/>	
3.	Higher Degree and/or Management / Post Graduate curriculum qualification	D	<input checked="" type="checkbox"/>	
4.	Previous leadership experience	E	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
5.	Previous teaching experience	E	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
6.	Fluency in English and French	D		<input checked="" type="checkbox"/>
7.	Experience of teaching non-native speakers	D	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
8.	Experience in International Baccalaureate programmes	D	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
9.	Evidence of ability to ensure the quality of teaching and learning within the subject	E	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
10.	Evidence of cooperation with Senior Leaders to ensure that all staff understand and apply all school policies with regard to monitoring students	E	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
11.	Evidence of responsibility for area budget	D	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
12.	Experience of and commitment to the extra-curricular activities of a school	E	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
13.	Awareness of current & potential educational developments and trends	D	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

B	Personal Attributes	E/D	A	I
1.	Demonstrates a strong commitment to the support and ongoing development of the school, its programmes and the community life	E	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2.	Demonstrates a strong commitment to being fully inclusive and encouraging all students to achieve their potential	E		<input checked="" type="checkbox"/>
3.	Ability to motivate and challenge others to help create a forward thinking organisation committed to school improvement	E	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4.	Stamina, resilience, reliability, openness and integrity	E		<input checked="" type="checkbox"/>
5.	Demonstrates effective communication utilising appropriate skills and techniques including a good working knowledge of both English and French	E	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
6.	Demonstrates high standards and expectations of self, staff and students	E		<input checked="" type="checkbox"/>
7.	Demonstrates an understanding of school vision and personal commitment to fulfilling the vision	E	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
8.	Has the ability to address difficult issues sensitively and fairly	E		<input checked="" type="checkbox"/>
9.	Sensitive to the views and needs of others, gives credit for success, and able to lead and manage the process of change	E		<input checked="" type="checkbox"/>
10.	Ability to build and maintain effective relationships with parents and the wider school community	E	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
11.	Demonstrates a range of ICT skills and the ability to utilise them effectively	D	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
12.	Demonstrates a range of leadership skills to develop productive relationships and high performing team work	D		<input checked="" type="checkbox"/>
13.	Demonstrates strong commitment to holistic education and active participation in extra-curricular programmes	E	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

The Subject Area Leader will build on the school's strong foundations and values to promote Haut-Lac International Bilingual School as leading school dedicated to the provision of a truly bilingual education.

The school expects all staff and volunteers to share our commitment to safeguarding and promoting the welfare of our students. The school is committed to promoting equal opportunities in employment.