

Person Specification

School Improvement Consultant (ICT - Secondary and Key Stage 2/3 transition)

School Improvement Advisory Service

Attributes	Essential (✓)	Desirable (✓)	Method used to gather information (A – Application Form, I – Interview T – Test P – Presentation)
Qualifications			
Teaching qualification	✓		A, I
Degree or equivalent	✓		A, I
Work or relevant experience			
Recent experience of teaching successfully in a secondary school/within the secondary phase.	✓		A, I
Responsibility for the co-ordination and/or development of ICT teaching in one or more school(s)	✓		A, I
Experience of observing and evaluating the quality of teaching and providing feedback and support to teachers.	✓		A, I,
Leadership experience in one or more secondary school(s), including managing substantial development work	✓		A, I

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<p>Knowledge and understanding</p> <p>Good knowledge of guidance and support materials for ICT, including for example the national strategy and BECTA materials</p> <p>Excellent understanding of curriculum and pedagogical issues relating to secondary schools, for example general teaching and learning issues and QCA guidance on the new secondary curriculum.</p> <p>Good understanding of the broader whole school context, including whole school improvement initiatives and the use of data.</p> <p>Familiarity with the primary school context and key developments in primary schools and transition work</p> <p>A knowledge of the potential of Learning Platforms and/or VLE's</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>		<p>A, I, P</p> <p>A, I, P</p> <p>A, I, P</p> <p>A, I, P</p> <p>A, I</p>
<p>Skills and Abilities (relevant to post)</p> <p>Excellent classroom practitioner.</p> <p>Good communication skills, both written and oral.</p> <p>Effective presentation skills.</p> <p>Good interpersonal skills, with the ability to enthuse and motivate others and develop effective partnerships.</p> <p>Good influencing/negotiation skills.</p> <p>Confident user of information and communication technology (ICT).</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>		<p>A, I, P</p> <p>A, I, P</p> <p>I, P</p> <p>A, I, P</p> <p>A, I, P</p> <p>A, I, T</p>

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<p>Personal Qualities</p> <p>Willingness to share expertise, skills and knowledge and able to encourage others to do so.</p> <p>Able to work independently and as part of a team.</p> <p>Approachable and sensitive to the needs of others.</p> <p>Openness and willingness to address and discuss relevant issues.</p> <p>Self-motivating and resilient, able to develop effective partnerships and handle dual lines of accountability to local and national managers.</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>		<p>I</p> <p>I</p> <p>I</p> <p>I</p> <p>I</p>
<p>Other</p> <p>Successful applicants must have flexibility of circumstance and be prepared to visit national and regional venues for meetings and to attend national training sessions.</p> <p>This may involve some overnight stays and occasional work in the evening, at weekends or in school holidays.</p> <p>Must be able to respond to the travel requirements of the post.</p>	<p>✓</p> <p>✓</p> <p>✓</p>		<p>A</p> <p>A</p> <p>A</p>