

The North Halifax Grammar School
 High Performing Specialist Science and Languages School
 Moorbottom Road, Illingworth, Halifax, HX2 9SU
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 Headteacher Mr G P Maslen B.A.,



POST TITLE: Head of Sixth Form			
ATTRIBUTES	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
PERSONAL QUALITIES	<ul style="list-style-type: none"> • Proven team player • Dynamic and innovative leader • High levels of personal and professional integrity • Analytical and strategic approach • Excellent communication skills • A commitment to raising achievement • A positive and flexible approach • Able to delegate responsibilities 	<ul style="list-style-type: none"> • Presence around school 	<ul style="list-style-type: none"> • Application • Reference • Interview
QUALIFICATIONS	<ul style="list-style-type: none"> • Well qualified graduate • QTS 	<ul style="list-style-type: none"> • Evidence of further study 	<ul style="list-style-type: none"> • Application
EXPERIENCE	<ul style="list-style-type: none"> • Significant experience at all levels KS3 to A level • Proven track record of examination success • Use of IT to enhance learning and to analyse data to improve achievement (eg ALPs) • Managing change and improvement in pursuit of strategic objectives 	<ul style="list-style-type: none"> • UCAS systems • Oxbridge teaching/preparation • Administering admission procedures • Working in a co-educational Sixth Form • Working in a grammar school 	<ul style="list-style-type: none"> • Application • References • Interview
SPECIAL KNOWLEDGE	<ul style="list-style-type: none"> • Awareness of current developments within education, in particular in the Sixth Form. 		<ul style="list-style-type: none"> • Application • Interview

ATTRIBUTES	ESSENTIAL	DESIRABLE	HOW IDENTIFIED
TRAINING	<ul style="list-style-type: none"> • Commitment to continuing professional development, both personally and for those you manage. 		<ul style="list-style-type: none"> • Application • References • Interview
PRACTICAL AND INTELLECTUAL SKILLS	<ul style="list-style-type: none"> • Excellent presentational skills • Be able to negotiate and consult effectively across a wide range of audiences 	<ul style="list-style-type: none"> • Experience of chairing meetings effectively 	<ul style="list-style-type: none"> • Application • Interview • References
PHILOSOPHY	<ul style="list-style-type: none"> • High expectations for student attainment, personal development and conduct • Commitment to best practice in pastoral support and student welfare • Strong support for the school's ethos • Puts learning first 	<ul style="list-style-type: none"> • Commitment to extra-curricular activities and enrichment 	<ul style="list-style-type: none"> • Application • References • Interview



Head of Sixth Form
February 2010