

SIR ROGER MANWOOD'S SCHOOL

DEPUTY HEAD OF SIXTH FORM

TLR 2b

Deputy Head of Sixth Form Person Specification

Essential

- A good Honours graduate with outstanding teaching skills
- An ability to motivate and inspire others, both colleagues and students
- A considerable work rate and high degree of administrative efficiency
- Excellent inter-personal and communication skills
- Sensitivity to deal with difficult pastoral and staffing issues
- A positive approach to problem solving
- Knowledge of current sixth form educational issues including developments in the spheres of public examinations, careers and university entrance
- Strong ICT and data analysis skills
- Enthusiasm
- Adaptability
- A good sense of humour

Desirable

- Experience of the UCAS process and of writing UCAS references
- Experience of Sixth Form teaching to high achieving students
- Experience of being a Sixth Form tutor