


**Teacher/Subject Leader – Secondary Phase, HEATHERMOUNT
PERSONNEL SPECIFICATION**



Criteria required for this post

ESSENTIAL				DESIRABLE			
Essential	How Identified	Met Yes No		Desirable	How Identified	Met Yes No	
QUALIFICATIONS							
Qualified Teachers Status	Application form Certificates			Knowledge of issues relevant to working within special education - may require background reading	Application form Interview		
EXPERIENCE							
In depth knowledge of the National Curriculum / National Qualifications and Accreditation systems relevant to main subject specialism	Application form Interview			Experience of working with people with learning disabilities or autism	Interview Application Form		
Previous experience of developing, planning and monitoring the curriculum within a department	Application form Interview			Experience of working with outside agencies/ stakeholders including work placements	Application form Interview		
Previous experience of managing a team or department	Application form Interview			Previous experience of managing a budget	Application Form Interview		
TRAINING							
Willingness to undertake in- house and external training and to develop within Heathermount.	Interview			Demonstrate secure knowledge and understanding of the needs of students with ASD, relevant curriculum areas and specialised teaching approaches	Application form Interview		

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PERSONAL SKILLS							
Ability to use own initiative	Application form Interview						
Ability to work the hours required to fulfil the role	Application Form Interview			Ability to be adaptable in approach	Application Form Interview		
Basic IT skills i.e. using Microsoft Office	Application form Interview Certificates						
Ability to be flexible in your approach	Application form Interview						
Excellent interpersonal skills	Interview						
Previous experience of communication skills, both oral and written, with stakeholders	Application form Interview						
SPECIAL KNOWLEDGE/SKILLS							
Knowledge of Child Protection issues, Health & Safety and Equal Opportunities responsibilities within the school environment.	Interview						