

Ocker Hill Academy



Aim High ● Aim Higher

Post Title Classroom Teacher Full Time Permanent	School/Centre Ocker Hill Academy	Completed by: Principal Date: 06/04/2017
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The Personnel Specification aims to provide a clear picture of the person you want to carry out the post. It should record the main attributes which the person needs and should be drawn from a critical examination of the job description.

NOTES:

It is expected that **all** applicants for teaching posts will have the following general attributes:

- Basic teaching qualification
- Basic teaching skills
- Disposition factors (e.g. ability to relate to others, ability to organise, caring, co-operative, etc.)

It is therefore not necessary to ask for these when completing the personnel specification. However, specific criteria should be stated when required, e.g. for a post which carries a specific responsibility.

	Essential Requirements	N/A	How Identified
1. Physical Consider the real needs of the post. Be particularly wary about setting limits which actively discriminates against specific age groups and disabled people.			Job and Medical History from application form and reference. Performance on interview process.
2. Qualifications/Relevant Experience What does the post require in the way of: level of formal qualifications/relevant experience? Describe these by level of attainment and by subject matter where appropriate or appropriate subject related qualification/relevant experience (for unqualified teachers) and/or supplementary qualifications (for teachers of the deaf etc.)	Qualified teacher status.		Formal possession of an appropriate qualification to be verified at interview or from records. Employment history record.

	Essential Requirements	N/A	How Identified
<p>3. Training/Special Knowledge</p> <p>What does the post require in the way of: specific and/or specialist training/knowledge e.g. counselling, pastoral care, interpersonal skills? Practical training in the use of specific equipment.</p>	<p>Overview of National Curriculum subject delivery including National Strategy Frameworks particularly Literacy & Numeracy including Assessment for Learning & Formative Assessment Strategies.</p> <p>Current education issues.</p>		<p>Past training employment history from application form and records.</p> <p>Selection process by demonstration of ability to display knowledge and skills at the interview.</p>
<p>4. Circumstances (Personal)</p> <p>What kind of personal circumstances are required e.g. the ability to work unsociable hours, weekends, etc. Willingness to live in if the post requires (residential centres). Ability to travel to various locations.</p>	<p>The ability to form good relationships. Open and approachable</p> <p>Sympathy with the moral and spiritual ethos of the academy.</p> <p>Caring, innovative and conscientious.</p> <p>Determined.</p> <p>Willingness to take advice.</p> <p>Take part in all aspects of Continuing Professional Development.</p>		<p>Ensuring candidates are aware of these requirements from the post description.</p> <p>Interview questions and application form details.</p>
<p>5. Practical and Intellectual Skills</p> <p>What practical and intellectual skills are required for performing the duties of the post effectively e.g., does the person need to be a practically oriented person, should they be able to make decisions, should they be able to understand, interpret, write and communicate information. What degree of manual dexterity is needed?</p>	<p>High level teaching skills, across all abilities and a range of ages (7-11).</p> <p>Excellent inter-personal skills with children, parents, staff, visitors, and governors,</p> <p>Good communication skills, written, oral and listening.</p>		<p>Performance in related selection process.</p>
<p>6.</p> <p>Any other additional requirements specific to this post.</p>			