

PERSON SPECIFICATION

Executive Principal of the Minerva Learning Trust

JOB REQUIREMENTS	Essential	Desirable
QUALIFICATIONS		
Qualified Teacher status	•	
Degree or equivalent	•	
Commitment to CPD	•	
Evidence of training for management posts		•
NPQH	•	
NCSL Safer Recruitment Certificate		•
EXPERIENCE		
Headship or relevant Senior leadership educational experience	•	
Evidence of recent, relevant training and development for leadership of an educational Trust		•
Sustained, successful leadership in school improvement role	•	
Proven track record in managing staff to support successful outcomes for pupils	•	
A commitment to working with children from varied and challenging backgrounds	•	
Managing change successfully	•	
Can generate and use data effectively to improve learning outcomes	•	
Knowledge of SEND	•	
Experience of leadership in a variety of contexts		•
Experience of successfully developing teams of professionals, delegating effectively and managing change	•	
Experience of having improved and sustained an effective behaviour management, and attendance policy and procedure		•

Working with and collaboration with other Academies, and schools		•
Experience of strategic planning and monitoring impact		•
KNOWLEDGE AND SKILLS		
Knowledge and understanding of the wider educational agenda/national policies and educational issues	•	
Full knowledge and experience of Safeguarding	•	
Ability to make and implement difficult decisions	•	
Ability to model and communicate vision and values within and beyond the school	•	
Knowledge and experience of self-evaluation processes		•
Good IT skills	•	
Experience of working with Social Services/extended pupil services and outreach teams		•
Excellent verbal and written communication skills	•	
MANAGEMENT OF SERVICES		
Experience of financial strategic management	•	
Experience of managing a budget	•	
Knowledge of HR policies and procedures	•	
Experience of HR issues such as capability, disciplinary, whistle blowing, grievance procedures etc.		•
Experience of structural change and review	•	
Experience of income generation and/or successful bid management		•
Ability to market a 'brand' successfully	•	
Good communication/able to communicate effectively with a wider range of audiences	•	
Experience of dealing with PR and news media		•
PERSONAL QUALITIES		
Personal integrity and discretion	•	
Passionate about making a positive difference to children's lives	•	

Energy, enthusiasm and resilience	•	
Ability to set targets, meet deadlines and to work under pressure	•	
Prioritise and manage time effectively	•	
Empathy and a sense of humour	•	
Adaptability to changing circumstances and ideas	•	
Work on own initiative	•	
Confidence to take risks		•
Imaginative approach to community involvement		•
Promote and support extra-curricular activities		•