

Blackfen School for Girls

Educational Qualifications

- Appropriate finance qualifications
- Relevant professional qualification (e.g., CSBM, DSBM, or equivalent)
- Evidence of continuing professional development

Experience

- Experience of working within an education environment
- Experience of working within local government
- Experience of working and evaluating constructively as part of a team
- Experience of project management

Professional Knowledge, Aptitude and Skills

- Commitment to the principles and practices of equal opportunities
- Strong interpersonal skills
- Managerial and organisational skills
- Strong ICT (excel, SIMS, FMIS) skills and the willingness to develop further
- Awareness of changes to legislation (including funding, Health & Safety)
- Ability to think creatively and to develop ideas into practice

Leadership and Management

- The ability to inspire, develop, and lead by example
- An ability to take a whole school view of development, to assess priorities and to think strategically
- An ability to communicate effectively to a range of audiences both orally and in writing
- An ability to lead and manage a systematic approach to monitoring, evaluation and review in a large school
- Team leadership experience

Personal Qualities

- A capacity for hard work and the ability to handle its pressures
- Flexibility, adaptability and tolerance
- The ability to be self critical within a self-evaluating and successful school
- The ability to see a development through to its implementation
- An ability to establish good relationships with staff, students, parents and governors
- A good record of health and attendance
- Enthusiasm
- Ability to work to deadlines