



PLATANOS COLLEGE

An outstanding school for pupils of all abilities

PERSON SPECIFICATION

KEY STAGE CO-ORDINATOR

CRITERIA		REQUIREMENT
Qualification	A graduate in a relevant discipline.	Essential
	To hold a teaching qualification that is recognised by the DfE.	Essential
	Qualified teacher status.	Essential
	To have evidence of continuing and recent professional development relevant to the post.	Essential
Knowledge	In-depth knowledge of the subject across all key stages.	Essential
	Familiar with the requirements of the national curriculum and the use of data to support learning.	Essential
	Schemes of work.	Essential
Experience and skills	Teaching experience of 3 years minimum.	Essential
	Good to outstanding teaching practice.	Essential
	Able to demonstrate experience/skills relevant to the responsibilities of the post.	Essential
	Use of pupil data to monitor progress.	Essential
	Excellent ICT skills that reflect the impact of technology on modern classrooms.	Essential
	Ability to produce accurate work to tight deadlines under pressure.	Essential
	Coordinate, organise and establish teaching materials and learning resources for the key stage to support learning.	Essential
	Ability to communicate clearly in writing and orally to a variety of audiences.	Essential
	Ability to deal sensitively with pastoral issues relating to staff and pupils.	Essential

Personal qualities and attitude	Commitment to the academy's aims, ethos and vision.	Essential
	Excellent organisation skills.	Essential
	Hard working, motivated, and good work ethic.	Essential
	Ability to work efficiently and flexibly in order to meet the changing demands of the academy.	Essential
	Commitment to high standards and willingness to innovate and adapt to changes to ensure continuous improvement.	Essential
	Ability to work productively as part of a team.	Essential
	Committed to the academy's safeguarding policies and procedures in order to protect and promote the welfare of pupils.	Essential