



## Principal Education Advisor

### PERSON SPECIFICATION

**Designation: Principal Education Advisor**  
**Reports to: Education Director**  
**Starting: Negotiable**  
**FT/PT: Part-time (2-3 days per week)**  
**Salary: Negotiable**

The Person Specification is a picture of the skills, knowledge and experience needed to carry out the job. It will be used in the shortlisting and interview process for this post.

Those categories marked 'S' will be used especially for the purpose of shortlisting.

Please ensure that Equality and Diversity issues are addressed specifically in relation to the role for which you are applying when addressing the requirements of this person specification where appropriate.

If you are a disabled person, but are unable to meet some of the job requirements specifically because of your disability, please address this in your application. If you meet all the other criteria you will be shortlisted and we will explore jointly with you if there are ways in which the job can be changed to enable you to meet the requirements.

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#### CATEGORY

##### Equality & Diversity

Awareness of and commitment to Equality of Access and Opportunity in a diverse community.

Understanding of how equality and diversity relates to this position.

##### Essential Requirements – all used for shortlisting

#### 1. Job related knowledge/aptitude/skills

##### **Knowledge:**

- Current and leading edge developments in education – theoretical, political and legislative.
- Effective leadership and management approaches for school improvement.
- School improvement strategies and implementation.



- System level leadership.
- Equal Opportunities legislation and best practice.

**Aptitude:**

- Ability to analyse problems and identify solutions within a range of contexts.
- The ability to think strategically and at a systems level.
- Ability to work as part of a team, including with external partners.
- Ability to gain personal credibility with principals, teachers, governors, fellow officers and board members.

**Skills:**

- Written and oral communication Interpersonal skills
- Negotiation and influence
- Training & presentation

**2. Experience of impact in:**

- Leading a school to outstanding and beyond.
- System level leadership as DCS, senior DfE official, leadership of a MAT or equivalent role.

**3. Circumstances:**

Available for flexible working when required, and ability to travel to London for planned meetings.

**4. Safer recruitment:**

In addition to the candidate's ability to perform the duties of the post, the process will also explore issues relating to safeguarding and promoting the welfare of children including:

- Motivation to work with children and young people.
- Ability to form and maintain appropriate relationships and personal boundaries with children and young people.
- This post is subject to an enhanced DBS check