Aberdeenshire COUNCIL **Job Profile**

February 2015

1. JOB IDENTITY			
Post Title:	Principal Teacher (Primary)	**Service:**	Education & Children's Services
Section:	Education	**Grade:**	In line with National SNCT agreements
Reports to:	Head Teacher / Depute Head Teacher		

2. JOB PURPOSE

- Lead and manage a team of teaching staff within the school and assigned curricular areas. Support and deliver quality education to assigned pupils and contribute to the furtherance of the school aims and values, learning, personal responsibility, respect for self and others, maximising and recognising attainment, achievement and responsible social attitudes

There is a responsibility for the post holder to demonstrate a commitment to quality service delivery through continuous improvement for the benefit of the Service and the organisation

3. CORE RESPONSIBILITIES / DUTIES

- Support the work and professional development of assigned staff, supporting and contributing to collegiate working and professional debate and reflection, providing strategic direction and guidance
- Manage assigned resources in an effective and efficient manner and in accordance with the school's policies and practices
- Manage and quality assure assigned curricular areas in an effective manner to ensure the highest possible quality of learning and teaching and maximum levels or learner attainment
- Contribute to the formation and implementation of school curriculum and improvement plans
- Direct and oversee effective and efficient administration of assigned areas of work within the agreements of the Local Negotiating Committee for Teachers and the Scottish Negotiating Committee for Teachers
- Contribute to the delivery of a quality education to pupils in accordance with Aberdeenshire Council and school policies
- Support the health, safety and wellbeing of young people in the school
- Operate within Aberdeenshire Council's framework for Quality Assurance and Development

Agreed

4. QUALIFICATIONS AND TRAINING

Essential:

- Registered with GTC Scotland
- Participation in professional update

Desirable:

- Completion of, or working towards, postgraduate degree qualification in education, or equivalent

5. EXPERIENCE

Essential:

- Class teaching experience
- Involvement in whole school curriculum development work

Desirable:

- Experience of teaching across more than one stage
- Experience as a mentor / coach to other teachers / probationers

6. KNOWLEDGE AND SKILLS

Essential:

- Knowledge of current planning, assessment and quality improvement procedures
- Good understanding of national and local curriculum policies and priorities
- Self-motivated team player with a positive approach and proven success in leading collegiate working, and able to act as a role model to promote effective team working, motivating and inspiring colleagues
- Awareness of requirements of post of Principal Teacher (Primary) and ability to relate past experience to these
- Able to create and support motivating learning environments and programmes of work which take account of individual pupil needs
- Stakeholder-focussed with excellent organisational, interpersonal, communication, interviewing and negotiating skills with the ability to work to tight and competing deadlines and secure positive outcomes
- Ability to develop innovative working practices, and delivery methods to mitigate identified pressures through balanced and decisive judgements
- Commitment to working in partnership with parents, other Aberdeenshire Council services and outside agencies
- Ability to respond to and manage change effectively
- Ability to recognise, act upon and create opportunities to achieve school, Aberdeenshire Council and national objectives

Desirable:

- Commitment to whole school developments and the wider life of the school
- Competent in the use of ICT, including application to learning and teaching

Agreed

7. ADDITIONAL REQUIREMENTS	
Driving Compliance	Not applicable to this Post.
Politically Restricted	Not applicable to this Post.

Agreed