

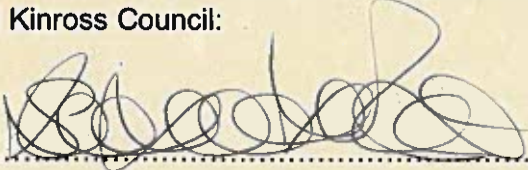
PERTH AND KINROSS COUNCIL
JOINT NEGOTIATING COMMITTEE FOR TEACHING STAFF
LOCAL AGREEMENT

Generic Job Profiles for Principal Teachers

In terms of the Local Recognition and Procedure Agreement, it is accepted by all signatories acting on behalf of Perth and Kinross Council and the recognised trade unions that this agreement is a binding local agreement effective from 19 March 2019.

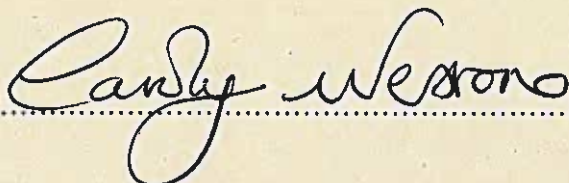
This supersedes relevant provisions within the National Agreement and constitutes a formal amendment to the terms and conditions of employment for teaching employees within Perth and Kinross Council.

Sheena Devlin, Executive Director (Education and Children's Services), on behalf of Perth and Kinross Council:



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Carolyn Weston, Perth and Kinross EIS Local Secretary on behalf of the Teachers' Trade Unions



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Perth & Kinross Council

Job Profile

Job Title	Principal Teacher (Primary)
Service	Education & Children's Services
Grade	Principal Teacher
Reports to	Headteacher
Responsible for	Class Teachers and non teaching staff in school, where appropriate

Job Purpose

Subject to the policies of the school and the education authority, the Principal Teacher is responsible for leading and managing a team of teaching and non-teaching staff, where appropriate, and assigned curricular areas to ensure high quality learning experiences and outcomes for all learners.

Main Accountabilities

- Working closely with the senior management team, be responsible for the leadership, good management and strategic direction of the school and assigned curricular areas.
- Curriculum development and quality assurance to ensure the highest possible quality of learning and teaching and maximise the attainment of all pupils.
- The management and professional development of assigned staff.
- Identify individual and team professional learning needs and create learning opportunities within assigned areas to support the school's improvement agenda.
- Lead and work collaboratively to enhance and develop teaching which leads to high quality learning experiences for all. Monitor and review using feedback to plan future learning.
- Provide strategic direction and guidance which contributes to school improvement and policy development.
- Development and implementation of whole school policies as assigned by the senior management team.
- Build and sustain partnerships with colleagues, learners, parents and other stakeholders to meet the identified needs of all learners.
- Manage resources in a proactive, effective and efficient manner in accordance with Council policies and procedures and to meet learning and development priorities.
- Promote and safeguard the care, wellbeing, personal, social and emotional development and behaviour management of pupils.
- Support the health, safety and wellbeing of colleagues.
- Class teaching, as assigned, including associated preparation and correction, as well as assessing, recording and reporting on the work of pupils.
- Assume whole school responsibility for a particular strategic area, as directed by the senior management team.
- Any other duties as required to support the management of the school.

Job Specific Requirements

There is an expectation that shortlisted applicants will meet the requirements below

Knowledge & Experience

You must:-

- Have an appropriate diploma/degree in Primary Education.
- Have or be eligible for full GTC Scotland registration prior to commencement in post.
- Be able to demonstrate the competencies against the Standards for Leadership and Management: Professional Actions of Middle Leaders.
- Be able to lead, manage and provide strategic direction to staff.
- Have experience of curriculum development and quality assurance.
- Have experience of meeting the needs of all learners.
- Be able to audit and evaluate educational provision.
- Have relevant primary teaching experience and be an effective classroom practitioner.
- Be able to demonstrate knowledge of relevant, current curriculum and assessment issues and their bearing on classroom practice 3-18.
- Be able to demonstrate knowledge and understanding of processes related to school improvement and the self-evaluation cycle.
- Experience of developing and implementing whole school approaches, including behaviour management.
- Be able to demonstrate involvement in a leadership role.
- Have an understanding of the inclusion agenda.
- Have experience of working with a range of stakeholders both internal and external.
- Have the ability to manage change and improvement effectively.
- Have experience of the use of information and communication technology (ICT) in the classroom and for management.
- Be able to demonstrate effective time and resource management.
- Have an awareness of managing developments.
- Have an understanding of national and local priorities.

Customer Care

You must:-

- You must be able to develop and sustain a positive rapport and relationships with staff, pupils and parents.
- Have a solution orientated approach to managing sensitive and/or challenging situations.

Health & Safety

You must:-

- Be able to cope with the demands of the job and attend on a regular basis.
- Have an awareness of Health and Safety Issues as they affect you and others and comply with all relevant Health and Safety legislation.

Equality & Dignity at Work

You must:-

- Be able to treat pupils, colleagues, parents and the community in accordance with the Council's policies associated with equalities and standards of behaviour.
- Be able to demonstrate commitment to the policy and practice of inclusion.
- Be able to promote and develop a positive school ethos.

Communications

You must:-

- Be able to communicate and liaise effectively and sensitively with staff, parents, pupils and the wider community
- Possess effective oral and written communication skills

Flexibility
<ul style="list-style-type: none"> • You must be committed to being involved in the life and work of the whole school community. • Have a willingness to build links with the wider community.
Achievement of Results
<p>You must:-</p> <ul style="list-style-type: none"> • Be able to track and analyse pupil attainment. • Be able to plan for and implement strategies to raise attainment levels of all pupils.
Quality
<p>You must:-</p> <ul style="list-style-type: none"> • Be able to contribute to school self-evaluation, planning and development. • Have evidence of a strong commitment to raising standards and promoting effective learning and teaching.
Team Working
<p>You must:-</p> <ul style="list-style-type: none"> • Be able to model and demonstrate effective learning and teaching • Be able to motivate colleagues and promote successful teamwork. • Have experience of working successfully as part of a team. • Have evidence of working with parents, community and other agencies.
Decision Making & Problem Solving
<ul style="list-style-type: none"> • You must be able to resolve situations through effective decision making, as appropriate. • Be able to work under your own initiative.
Any Additional Requirements
<ul style="list-style-type: none"> • You will have a commitment to continuing professional development.

Perth & Kinross Council

Job Profile

Job Title	(Faculty) Principal Teacher (Secondary)
Service	Education & Children's Services
Grade	(Faculty) Principal Teacher
Reports to	Headteacher
Responsible for	Class Teachers and non teaching staff in school, where appropriate

Job Purpose

Subject to the policies of the school and the education authority, the (Faculty) Principal Teacher is responsible for leading and managing a team of teaching staff and non-teaching staff, where appropriate, to ensure high quality learning experiences and outcomes for all learners within the assigned curricular area.

Main Accountabilities

- Working closely with the senior management team, be responsible for the leadership, good management and strategic direction of the department(s).
- Curriculum development and quality assurance to ensure the highest possible quality of learning and teaching and maximise the attainment of all pupils.
- The management and professional development of all staff within the department(s) and where applicable, across the school.
- Identify individual and team professional learning needs and create learning opportunities to support the school's improvement agenda.
- Lead and work collaboratively to enhance and develop teaching which leads to high quality learning experiences for all. Monitor and review using feedback to plan future learning.
- Provide strategic direction and guidance which contributes to school improvement and policy development.
- Build and sustain partnerships with colleagues, learners, parents and other stakeholders to meet the identified needs of all learners.
- Manage department(s) resources in a proactive, effective and efficient manner in accordance with Council policies and procedures and to meet learning and development priorities.
- Promote and safeguard the care, wellbeing, personal, social and emotional development and behaviour management of pupils, within their area of responsibility.
- Where appropriate, develop and implement whole school policies.
- Support the health, safety and wellbeing of colleagues.
- Assume whole school responsibility for a particular area, as directed by the senior management team.
- Any other duties as required to support the management of the school.

Job Specific Requirements

There is an expectation that shortlisted applicants will meet the requirements below

Knowledge & Experience You must:- <ul style="list-style-type: none">• Hold an appropriate diploma/degree in Secondary Education.• Have or be eligible for full GTC Scotland registration in one or more of the specified subject areas prior to commencement in post.• Be able to demonstrate the competencies against the Standards for Leadership and Management: Professional Actions of Middle Leaders.• Be able to lead, manage and provide strategic direction to staff.• Have experience of curriculum development and quality assurance.• Have experience of meeting the needs of all learners.• Be able to audit and evaluate educational provision.• Have relevant secondary teaching experience and be an effective classroom practitioner.• Be able to demonstrate knowledge of relevant, current curriculum and assessment issues and their bearing on classroom practice 3-18.• Be able to demonstrate experience in the appropriate area of responsibility.• Be able to demonstrate knowledge and understanding of processes related to school improvement.• Experience of developing and implementing whole school approaches, including behaviour management.• Be able to demonstrate involvement in a leadership role.• Have an understanding of the inclusion agenda.• Have experience of working with a range of stakeholders both internal and external.• Have the ability to manage change and improvement effectively.• Have experience of the use of information and communication technology (ICT) in the classroom and for management.• Be able to demonstrate effective time and resource management.• Have an awareness of managing developments.• Have an understanding of national and local priorities.
Customer Care You must:- <ul style="list-style-type: none">• You must be able to develop and sustain a positive rapport and relationships with staff, pupils and parents.• Have a solution orientated approach to managing sensitive and/or challenging situations.
Health & Safety You must:- <ul style="list-style-type: none">• Be able to cope with the demands of the job and attend on a regular basis.• Have an awareness of Health and Safety Issues as they affect you and others and comply with all relevant Health and Safety legislation.
Equality & Dignity at Work You must:- <ul style="list-style-type: none">• Be able to treat pupils, colleagues, parents and the community in accordance with the Council's policies associated with equalities and standards of behaviour.• Be able to demonstrate commitment to the policy and practice of inclusion.• Be able to promote and develop a positive school ethos.
Communications You must:- <ul style="list-style-type: none">• Be able to communicate and liaise effectively and sensitively with staff, parents, pupils and the wider community• Possess effective oral and written communication skills

Flexibility
<ul style="list-style-type: none"> You must be committed to being involved in the life and work of the whole school community. Have a willingness to build links with the wider community.
Achievement of Results
<p>You must:-</p> <ul style="list-style-type: none"> Be able to track and analyse pupil attainment. Be able to plan for and implement strategies to raise attainment levels of all pupils.
Quality
<p>You must:-</p> <ul style="list-style-type: none"> Be able to contribute to school self-evaluation, planning and development. Have evidence of a strong commitment to raising standards and promoting effective learning and teaching.
Team Working
<p>You must:-</p> <ul style="list-style-type: none"> Be able to model and demonstrate effective learning and teaching Be able to motivate colleagues and promote successful teamwork. Have experience of working successfully as part of a team. Have evidence of working with parents, community and other agencies.
Decision Making & Problem Solving
<ul style="list-style-type: none"> You must be able to resolve situations through effective decision making, as appropriate. Be able to work under your own initiative.
Any Additional Requirements
<ul style="list-style-type: none"> You will have a commitment to continuing professional development.

