

Department Head Interview

Follow these steps.

1. Welcome the teacher and thank them for applying.
2. Explain the purpose of the interview—to assess readiness to step into the role of department head.
3. Briefly outline the responsibilities.
4. Ask the included questions, adding or omitting as the context requires.
5. Last, outline next steps in the process.

Name:

Can you tell us about your teaching experience and any leadership responsibilities you have undertaken?

What excites you about possibly being department head?

What skills and qualities do you have that make you a good fit for this role?

What is your vision for the department over the next three years?

How would you ensure that the curriculum is ambitious, inclusive, and meets all students' needs?

How would you support and mentor less experienced teachers in your department?

What strategies would you use to develop a strong, collaborative team culture?

R E P R O D U C I B L E

Can you give an example of how you've used data to improve outcomes in your own teaching?

How would you maintain strong communication in your department?

How would you maintain strong communication between departments?

How would you prioritize the department's budget and resources?

Consider if results in your subject area were to drop significantly one year. How would you respond?

Do you have any questions?

Is there anything else you would like to share?