

**Role Title:** Chief Executive Officer

**Salary Range:** £131,579 to £141,693

**Location:** Central Office, Unit 15/16 St Austell Business Park, Carclaze, St Austell, Cornwall, PL25 4FD

**Reporting to:** Chair of Board of Trustees

#### **Our Values:**

- **Teamwork**

We recognise that when we work together effectively, we are stronger and more consistent.

- **Empathy**

Consider the consequences of my decisions, large and small on those around me.

- **Inclusivity**

Everybody is treated fairly and equally no one is marginalised or left behind.

- **Respect**

We will ensure that we have due regard for the feelings, wishes, or rights of others in every action we take.

- **Positive**

It is our intention to stay constructive, optimistic and confident both for and with our young people and their families.

We believe that the values that we embody in Wave empower young people to succeed, these are the values we are looking for when we seek to recruit to a senior role.

#### **Main Purpose of the Job**

The Chief Executive Officer (CEO) of Wave Multi Academy Trust will lead with purpose, compassion, and clarity, guiding the Trust through its next phase of growth and development. They will foster a culture of collaboration, where teamwork is at the heart of decision-making and success is shared across all academies and communities.

With a clear strategic vision, the CEO will inspire and empower the Executive Leadership Team and wider staff to deliver exceptional outcomes for children and young people. They will ensure that every decision is made with empathy, considering its impact on pupils, families, and staff, and that the Trust remains a place where everyone feels valued, supported, and heard.

The CEO holds delegated responsibility for the strategic, civic, and operational leadership of the Trust. They will lead a strong Executive Leadership Team, comprising, Director of Education, Chief Operations Officer, and Executive Principals, each accountable for their own areas and collectively responsible for delivering the Trust's mission. The CEO will model respectful leadership, building trust through open communication and shared accountability.

As the strategic safeguarding lead, the CEO will ensure that safeguarding is embedded in every aspect of the Trust's work. They will set the tone for a culture of vigilance, where safeguarding is

everyone's responsibility, and ensure that robust policies, training, and monitoring systems are consistently applied and regularly reviewed.

Beyond compliance, the CEO will be a visible and passionate advocate for the most vulnerable children and families. They will champion inclusivity, ensuring that no child is left behind, and lead efforts to remove barriers to learning and wellbeing. By listening to and amplifying the voices of those who are often unheard, the CEO will ensure that their experiences shape Trust-wide strategies and services.

Above all, the CEO will lead with positivity, bringing optimism, confidence, and a solutions-focused mindset to every challenge. They will nurture a culture where staff and pupils alike are encouraged to thrive, and where the Trust's values are lived every day.

## Main Duties and Responsibilities

### Core Duties

- Work in close partnership with the Trust Board to nurture and sustain Wave Multi Academy Trust's mission, values, and strategic direction, ensuring they are lived and reflected across all academies and communities.
- Lead with optimism and clarity to deliver exceptional educational outcomes and ensure the Trust's financial sustainability, always considering the long-term wellbeing of pupils, staff, and families.
- Collaborate with academy leaders and senior colleagues to shape and evolve the Trust's shared vision, values, and ethos, ensuring every academy feels part of a united and supportive community.
- Provide inclusive and empowering leadership that enables the Trust to meet its strategic goals while fostering a culture of continuous improvement, shared responsibility, and mutual respect.
- Engage in regular, reflective self-evaluation with stakeholders across the Trust, ensuring that all voices are heard and that feedback informs meaningful development.
- Act as a visible and values-driven ambassador for the Trust, promoting its purpose with empathy and integrity and strengthening its reputation as a trusted and respected partner in the communities it serves.
- Stay informed and forward-thinking about changes in the educational landscape, ensuring the Trust remains proactive, innovative, and responsive to emerging needs and opportunities.
- Champion a culture of safeguarding across all academies, ensuring that robust systems, training, and policies are in place and consistently applied. Lead with vigilance and compassion to ensure every pupil feels safe, supported, and valued.
- Work closely with the Director of Education to ensure all academies are well-prepared for Ofsted inspections and monitoring visits. Lead the development and implementation of improvement strategies that are inclusive, evidence-based, and sustained through collaborative effort.

## Strategic Leadership Responsibilities

- Provide values-led, collaborative leadership that motivates and unites the Trust and its academies around a shared vision and strategic direction, as agreed with the Board of Trustees.
- Develop and implement inclusive policies, plans, and systems that translate the Trust's mission into meaningful, measurable outcomes, ensuring every pupil has the opportunity to thrive.
- Work in partnership with the Director of Education to support academy leaders in shaping and delivering a shared vision that reflects the unique needs of their communities, with a strong focus on the educational and personal development of all pupils.
- Ensure the Trust's financial health is secure and sustainable, underpinned by transparent analysis and decision-making that considers the wellbeing of pupils, staff, and the wider community.
- Lead the creation and delivery of the Trust's annual business plan, long-term strategic plan, and improvement frameworks, ensuring they are co-developed with stakeholders and reflect a culture of continuous learning and improvement.
- Collaborate with the Board of Trustees and Senior Leadership Team to identify and manage risks proactively, ensuring that risk strategies are aligned across all academies and support safe, effective operations.
- Demonstrate a deep understanding of the regulatory environment in which the Trust operates, and a personal commitment to safeguarding and the wellbeing of all children and young people.
- Maintain a positive, outward-facing presence on behalf of the Trust, building respectful, constructive relationships with key stakeholders including the Department for Education, local authorities, Local Governance Committees, pupils, families, staff, and the wider community.

## Governance and Compliance Responsibilities *(in collaboration with the Board of Trustees)*

- Work closely and transparently with the Board of Trustees to lead the preparation and timely submission of the Trust's statutory accounts, including the Trustees' Annual Report and all required returns to the Education and Skills Funding Agency (ESFA), ensuring accuracy, accountability, and shared ownership.
- Take operational responsibility for key areas including governance, health and safety, safeguarding, risk management, and equality, diversity and inclusion, ensuring that all frameworks and practices reflect the Trust's commitment to fairness, safety, and high-quality provision for all.
- Develop, implement, and regularly review operational policies that are inclusive, legally compliant, and aligned with sector best practice, ensuring that all members of the Trust community are treated with respect and that no one is left behind.
- Ensure that robust and reflective evaluation processes are in place to monitor the quality, effectiveness, and sustainability of services across the Trust, encouraging a culture of continuous improvement and shared learning.
- Carry out any additional reasonable duties as requested by the Board of Trustees, demonstrating a positive, flexible, and team-oriented approach to leadership.

## System and Civic Leadership Responsibilities

- Be a visible, approachable, and inspiring leader at local, regional, and national levels—actively engaging with stakeholders to shape policy, practice, and innovation. Represent the Trust with integrity and confidence, including in public forums and media, where appropriate.
- Build and maintain respectful, professional relationships with key external partners such as the Department for Education, Ofsted, and others. Ensure that their perspectives are welcomed, understood, and used constructively to inform the Trust's development.
- Contribute to the collective leadership of the education sector by working collaboratively to strengthen local systems, reduce disadvantage, and raise the quality of education for all pupils across the Trust.
- Promote and enable meaningful engagement between the Trust's academies, their Local Governance Committees, and the communities they serve, ensuring that all voices are heard, valued, and reflected in decision-making and accountability.

## Finance and Procurement Responsibilities

- Work collaboratively with the Chief Operations Officer to ensure that the Trust operates within a clear, transparent, and values-led financial framework. Ensure that all financial policies, systems, and controls are robust, inclusive, and aligned with sector standards.
- Safeguard the long-term financial sustainability of the Trust by overseeing the effective monitoring of financial systems. Ensure that any emerging issues are addressed promptly and constructively, and that the Board of Trustees receives timely, accurate, and accessible financial reporting.
- Support and review the annual budgets of each academy within the Trust, ensuring that financial targets are met, resources are used efficiently, and decisions reflect the needs of all pupils and staff.
- Positively challenge and support the Chief Operations Officer to negotiate fair and cost-effective agreements with service providers, ensuring that procurement processes are ethical, inclusive, and deliver best value for the Trust.
- Lead the development of innovative and sustainable strategies to generate additional income and resources, ensuring that all opportunities are explored in a way that aligns with the Trust's mission and benefits the wider community.

## Developing Self, Innovation and Creativity

- Model fairness and equity in all interactions, ensuring that every individual across the Trust's academies is treated with dignity, respect, and consistency.
- Commit to continuous personal and professional development, embracing learning opportunities that enhance leadership, innovation, and impact.
- Build and nurture respectful relationships with funding bodies and external partners, seeking opportunities that align with the Trust's mission and benefit pupils, staff, and communities.

- Champion a culture of growth and development across the Trust, ensuring that all staff are supported to reach their full potential. Promote high morale, clear career pathways, and succession planning in line with the Trust's People Strategy.
- Sustain personal motivation and enthusiasm, while actively encouraging and uplifting others, creating a positive and energising environment where creativity and collaboration thrive.
- Regularly reflect on personal practice, set meaningful performance goals, and engage fully in performance management processes, demonstrating a commitment to self-awareness, accountability, and continuous improvement.

### **Leading by Example**

- Provide consistent, values-driven leadership that inspires trust, motivates others, and brings the Trust's vision, ethos, and strategic aims to life across all academies.
- Act with integrity and transparency, upholding and modelling the Principles of Public Life (The Nolan Principles) in every decision and interaction.
- Be a visible, approachable, and supportive presence across the Trust, demonstrating a commitment to shared leadership and fostering a culture of openness and collaboration.
- Build respectful, inclusive relationships with all stakeholders, ensuring that every voice is heard and that communication is two-way, constructive, and timely.
- Maintain regular, open communication with the Board of Trustees, ensuring they are well-informed and actively engaged in the Trust's direction and progress.
- Ensure that clear and accessible communication channels are in place so that all staff receive the information they need to carry out their roles effectively and confidently.
- Oversee the consistent implementation of Trust-wide policies and procedures, ensuring they are applied fairly and equitably across all academies.
- Work in partnership with staff, pupils, families, and the wider community to generate enthusiasm, shared purpose, and a collective commitment to excellence.
- Encourage, challenge, and empower others to aim high creating a culture where ambition is nurtured, success is celebrated, and everyone is supported to reach their full potential.

### **Supporting the Work of the Trust**

- Champion and embed the Trust's ethos across all academies, ensuring it is lived and felt in every aspect of academy life, from the curriculum to the culture.
- Build strong, respectful relationships with colleagues across the Trust, contributing to a collaborative environment where teamwork and shared learning are central to success.
- Actively participate in Trust-wide initiatives that promote the sharing of best practice, support the development of Trust-wide strategies and policies, and raise the profile of the Trust at both local and national levels.
- Lead the delivery of a People Strategy that reflects the Trust's commitment to inclusivity, growth, and wellbeing, focusing on attracting, retaining, and developing talent through clear career pathways and tailored professional development.
- Strengthen the positive reputation of each academy within its community, ensuring that the Trust is seen as a valued and trusted partner.

- Communicate complex information clearly and credibly to the Board of Trustees and external stakeholders, ensuring transparency, trust, and shared understanding.
- Promote the work of the Trust and its academies to a wide range of audiences, always reflecting the Trust's values and commitment to excellence.
- Foster a culture of mutual respect and shared purpose across all stakeholders, encouraging individuals to contribute positively to collective goals and to feel a strong sense of belonging within the wider Trust community.

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks to carry out. The postholder may be required to perform other duties appropriate to the level of the role, as directed by the Board of Trustees.

Wave Multi Academy Trust is committed to safeguarding and promoting the welfare of children and young people and all staff must ensure that the highest priority is given to following the guidance and regulations to safeguard children and young people. All staff are to have due regard for safeguarding and promoting the welfare of children and young people and to follow the child protection procedures adopted by the Trust.

### Person Specification

ATTRIBUTES	ESSENTIAL	DESIRABLE
Relevant Experience	<ul style="list-style-type: none"> <li>• Demonstrable experience in effectively using a broad range of office technologies, digital tools, and information systems within a professional administrative setting, supporting efficient, inclusive, and collaborative working practices.</li> <li>• A minimum of five years' successful and recent strategic leadership experience at a senior level within education or a similarly complex sector, with a proven ability to lead with empathy, clarity, and purpose.</li> <li>• A strong track record of strategic planning and financial stewardship, ensuring sustainable outcomes that reflect the Trust's commitment to fairness, transparency, and long-term impact.</li> <li>• A deep understanding of what makes an academy environment thrive, balancing high expectations with a nurturing, inclusive culture that supports the holistic development of every pupil.</li> </ul>	<ul style="list-style-type: none"> <li>• Demonstrable experience as a Headteacher or equivalent senior leader, with a strong and sustained record of improving outcomes and fostering inclusive, high-performing academy environments.</li> <li>• Significant leadership experience within a specialist or SEND (Special Educational Needs and Disabilities) setting, with a deep understanding of how to create supportive, respectful, and empowering learning environments for all pupils.</li> <li>• Evidence of leading successful improvement in</li> </ul>

	<ul style="list-style-type: none"> <li>Extensive experience in using data to inform decision-making, ensuring that insights are used constructively to drive improvement, equity, and accountability.</li> <li>Proven ability to build and lead high-performing senior teams through respectful leadership, clear communication, shared vision, and a commitment to professional growth and wellbeing.</li> <li>Experience of working at Board level, with a clear understanding of governance, accountability, and the importance of collaborative, transparent relationships with Trustees and stakeholders.</li> <li>A strong grasp of statutory and regulatory requirements across key operational areas such as finance, human resources, and health and safety, demonstrating integrity, attention to detail, and a commitment to high-quality assurance and inclusive practice.</li> </ul>	<p>teaching, learning, and outcomes across multiple academies or educational settings—ensuring that progress is inclusive, data-informed, and rooted in collaboration.</p> <ul style="list-style-type: none"> <li>Experience working within a multi-academy trust environment, ideally with a proven ability to develop and embed systems that enhance consistency, equity, and efficiency. This includes building positive, respectful relationships with external stakeholders to support the Trust's mission and strengthen community partnerships.</li> </ul>
Education & Training	<ul style="list-style-type: none"> <li>Qualified Teacher Status.</li> <li>Degree level qualification.</li> <li>Recent participation in a range of relevant professional training.</li> </ul>	<ul style="list-style-type: none"> <li>NPQH</li> <li>Masters/Postgraduate degree</li> <li>NPQEL</li> </ul>
Thinking ability	<ul style="list-style-type: none"> <li>Demonstrates the ability to see the wider educational and societal context in which multi-academy trusts operate, and responds with optimism, clarity, and a constructive mindset.</li> <li>Has a proven track record of leading strategic, financial, and resource planning with integrity, ensuring value for money, identifying risk, and managing change in a way that is inclusive and sustainable.</li> <li>Thinks strategically and analytically, with the ability to process complex information and data rigorously to inform timely, effective, and ethical decision-making.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Approaches complex challenges with a systematic and thoughtful mindset, while also applying creativity and imagination to identify opportunities and innovative solutions.</li> <li>• Champions diversity and actively promotes inclusion in all decision-making, ensuring that every pupil, staff member, and stakeholder is considered and valued.</li> <li>• Communicates a clear, compelling vision for the future and inspires others to work collaboratively toward shared goals.</li> <li>• Demonstrates a proactive approach to planning for long-term success, ensuring that strategies are inclusive, forward-thinking, and rooted in the Trust's values.</li> </ul>	
Personal effectiveness	<ul style="list-style-type: none"> <li>• A visible, approachable, and empathetic leader who actively engages with pupils, staff, families, and the wider community, building trust through genuine connection and presence.</li> <li>• Demonstrates resilience and emotional strength, while leading with compassion and calmness, especially when navigating complex issues or high-pressure situations.</li> <li>• A natural relationship-builder who communicates with clarity and warmth, and who confidently represents the Trust in a range of community and professional settings.</li> <li>• Exercises sound judgement and is able to prioritise effectively, balancing strategic vision with practical decision-making and a strong sense of responsibility.</li> <li>• Skilled in negotiation and consultation, with the ability to influence others respectfully and lead change with sensitivity, transparency, and shared purpose.</li> <li>• Inspires, nurtures, and empowers staff at all levels, fostering a culture of high aspiration, mutual respect, and collective achievement.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Demonstrates strong personal organisation and time management, maintaining a healthy and sustainable work-life balance while modelling this for others.</li> <li>• Actively promotes and sustains an inclusive, collaborative ethos across all academies and leadership teams, ensuring that everyone feels valued, heard, and part of a united Trust community.</li> </ul>	
Interpersonal relationships	<ul style="list-style-type: none"> <li>• Demonstrates a flexible and inclusive leadership style, adapting approaches to suit different contexts, teams, and challenges, while remaining grounded in the Trust's core values.</li> <li>• Leads with energy, optimism, and a commitment to continuous improvement, bringing strategic insight, determination, and a positive mindset to every aspect of leadership.</li> <li>• Builds strong, respectful relationships with a wide range of stakeholders, fostering a culture of collaboration, trust, and shared purpose across the Trust and its wider community.</li> <li>• Engages constructively with the Senior Leadership Team and Board of Trustees, valuing their perspectives while confidently providing clear, principled leadership.</li> <li>• Communicates effectively at all levels, listening with empathy and inspiring confidence in pupils, staff, families, and external partners. Maintains a visible and reassuring presence across the Trust.</li> <li>• Demonstrates emotional intelligence and self-awareness, recognising the impact of decisions on others and adjusting behaviour to achieve positive, inclusive outcomes.</li> <li>• Brings presence and credibility to the role while remaining approachable, respectful, and</li> </ul>	

	<p>grounded, ensuring that leadership is both aspirational and accessible.</p>	
Other requirements	<ul style="list-style-type: none"> <li>• Demonstrates a flexible and collaborative approach, willingly adapting working hours to meet the needs of the Trust and its communities, including occasional out-of-hours commitments.</li> <li>• Primarily based at Unit 15-16 St Austell Business Park, Carclaze, St Austell, Cornwall PL25 4FD, with the ability to travel across the Trust's academies and to external events, ensuring visible, inclusive, and supportive leadership.</li> <li>• Leads with empathy and respect, fostering a culture where every individual feels valued, heard, and supported.</li> <li>• Shows resilience and a positive mindset in the face of change and challenge, inspiring confidence and calm across the organisation.</li> <li>• Believes in the power of teamwork and shared success, showing a strong commitment to the growth and sustainability of the Multi-Academy Trust model.</li> <li>• Meets all legal and safeguarding responsibilities, including eligibility to hold directorships and successful completion of an enhanced DBS check.</li> <li>• Maintains a healthy sense of perspective, using emotional intelligence, humour, and compassion to support wellbeing and morale.</li> <li>• Commits to ongoing personal and professional development, modelling a growth mindset and encouraging others to do the same.</li> </ul>	