



St Chad's

Academies Trust

Recruitment Information Pack
Deputy Chief Executive Officer

Application deadline - Midnight, 26 May 2024

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Welcome to St Chad's Academies Trust

Thank you for showing an interest in working for St. Chad's.

Our Trust was established in 2013 for schools choosing to become an academy as well as those who found themselves in need of a sponsor.

Our mission of "Children first; in the footsteps of St. Chad" encapsulates our unwavering commitment to the very best education for every child in our care. We believe that every child deserves the opportunity to flourish spiritually and academically, and it is our duty to provide the support and guidance they need to thrive.

Through the vision of following Christ in the footsteps of St. Chad, we seek to be servant leaders who have a desire to see all those, within our Trust family, truly flourish both spiritually and academically.

The St. Chad's family of academies are all church schools who all work together to achieve the Trust aims of: -

- Every Academy a Good Academy.
- Working collaboratively to share the strengths of the Trust.
- To develop leaders to be key agents of change.

St. Chad's academies are individual and service a wide range of contexts and communities. Through our accountability framework, systems and processes they remain unique whilst working together as a family joined by the values of Service, Trust, Community, Harmony, Aspiration and Dedication. These principles shape our culture, define our interactions, and drive our commitment to excellence for not only our children but for all our colleagues too.

We want all our children and young people to be able to experience life in its fulness (John 10:10), this is irrespective of faith perspective, that is what all of us want for our pupils.

Our partnership with the Lichfield Diocese is a testament to our shared dedication to fostering a community grounded in faith, compassion, and integrity. It services as a reminder of our responsibility to nurture a supportive environment where every child and colleague feels valued and empowered.

I hope you are encouraged to apply for the position and if successful and as you consider joining our team, know that you will be part of a Trust family committed to ensuring the flourishing of all its colleagues. Together, we will work tirelessly to uphold the vision and values, fulfil our mission, and make a meaningful difference in the lives of those we serve. We look forward to the possibility of welcoming you to our team.

Yours faithfully,
Sarah Cockshott
(Chief Executive Officer – St. Chad's Academies Trust)

Deputy Chief Executive Officer

Salary: £68,954 - £92,684 (based on experience)

Hours: Full time (35hrs per week)

Location: St Chad's Academies Trust

Working Pattern: Hybrid (Current working 2 days in office – 3 days at home)

Contract: Permanent

Line Manager responsibilities: Principals & School Improvement Advisors

Are you ready to take the next step in your career and make a significant impact in the education sector? Join us at St. Chad's Academy Trust as our Deputy CEO and play a crucial role in providing strategic and professional leadership alongside our CEO.

The post-holder will be expected to fulfil the role of Deputy CEO (DCEO) and therefore will have strong school leadership with experience of school improvement, school leadership and project management at a senior level and demonstrate a creative approach to Trust development. The Deputy CEO will take responsibility for the performance and outcomes of all academies within the Trust, leading on the strategic direction to support outcomes across all phases. The ability to meet deadlines and to manage and develop both the internal and external reporting structures, returns and statutory requirements associated with the Trust. The dissemination of information and data in a timely and appropriate manner to Trustees, Academy Committees and colleagues.

To support the CEO with growth development and the integration of new schools to the Trust High quality leadership, management and school improvement skills to enable the Trust to run smoothly, efficiently and effectively in the delivery of the Trust's core aims to bring about strong pupil outcomes. The post holder will be a team-player who embraces a culture of coaching and continuous improvement and an enthusiastic, energetic, collaborative individual who has previously worked with multi-functional teams. The DCEO will also have a strong understanding of the corporate aspects of running a Trust to ensure continuity when the CEO is either on leave or unavailable. There must be a skill in strong leadership and influencing skills and also demonstrate a good sense of humour.

Key Responsibilities

Strategic Leadership: Taking accountability for the performance, and outcomes of all academies within the Trust, leading on the strategic educational direction, ensuring alignment with our vision and strategy while supporting growth, development, and sustainability.

Educational Excellence: Lead the development and implementation of a robust academy improvement strategy, fostering a culture of excellence and accountability.

Stakeholder Engagement: Cultivate effective relationships with key partners and stakeholders, promoting collaboration and maximizing opportunities for our trust.

Leadership & Management: Lead, manage, mentor and support our academy leaders and School Improvement Advisors, ensuring high professional standards and accountability for progress and outcomes.

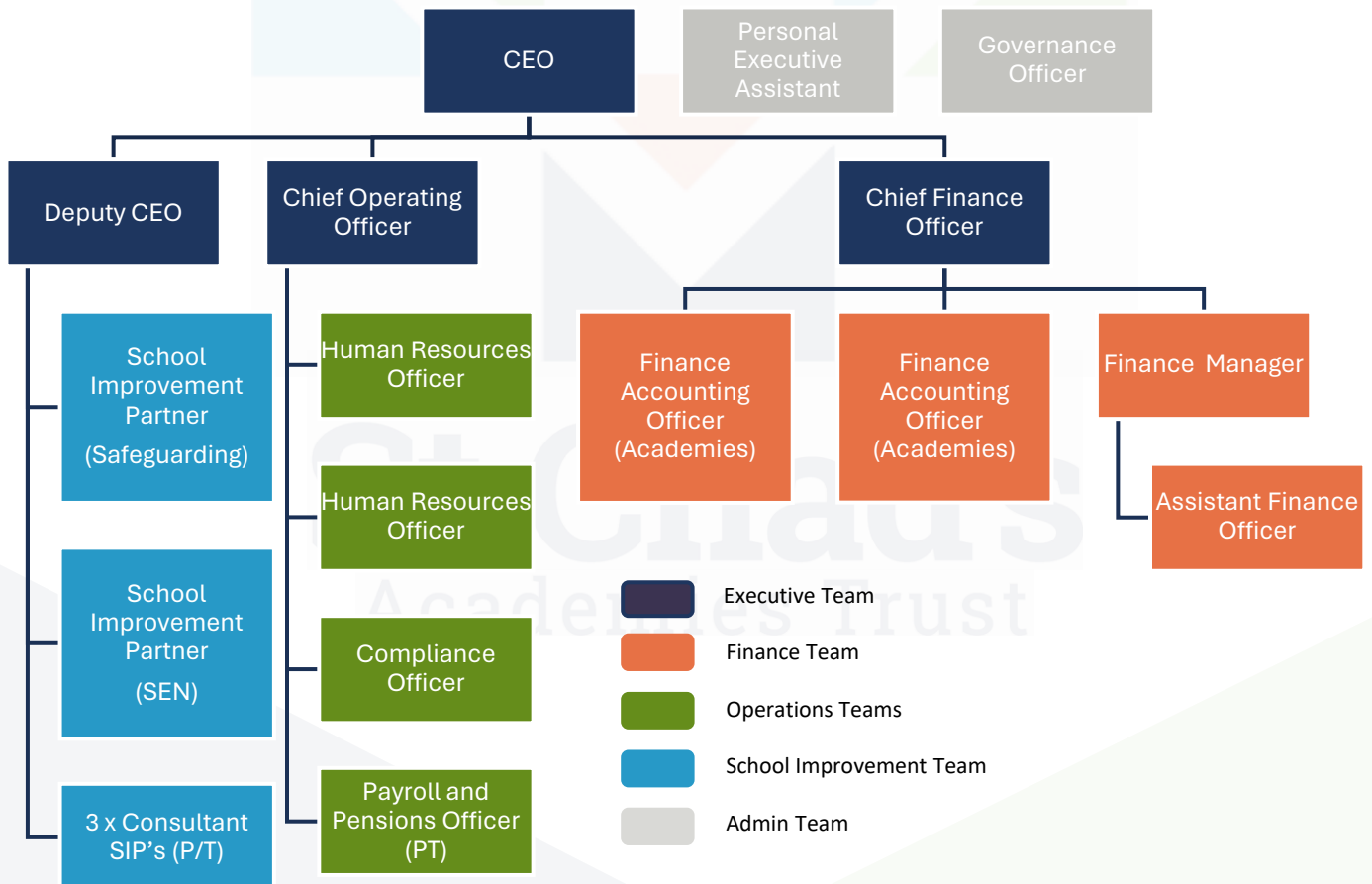
Safeguarding: Leading and developing all aspects of safeguarding, ensuring systems, processes and practices are effective, robust, and compliant across the Trust, putting the children first, in the footsteps of St. Chad's.

Deputy Chief Executive Officer

Join Our Team!

If you're a dynamic leader with a passion for education and a commitment to excellence, we want to hear from you! Take the next step in your career journey and become an integral part of our Trust's mission to provide outstanding education for all. Apply now and make a difference with St. Chad's Academy Trust!

Structure of our Central Team



Why Join Us?

Dynamic Leadership: Work closely with our CEO to develop and deliver the vision, ethos, strategy, and performance necessary to provide outstanding education for all pupils across our Trust.

Inspirational Leadership: Lead our team with inspiration and professionalism, upholding the trust's values and providing visible leadership that places children first, in the footsteps of St. Chad.

Career Development: Enjoy continual personal development opportunities and a supportive environment where your growth is encouraged and nurtured.

Tailored Induction: Start your journey with us on the right foot with our comprehensive induction program, ensuring a productive and welcoming entry into our team and Trust.

We welcome informal discussions about the role expectations, so if you wish to discuss this opportunity further, please contact Chloe Norton PEA to CEO.

Trust Benefits

Competitive Pension Scheme

Secure your future with our competitive pension scheme, ensuring financial stability and peace of mind.



Access exclusive discounts and perks through Black Hawk Extras discounts, with the ability to save up to 10% on the upfront cost of a diverse selection of big-brand gift cards, including popular names like Costa, John Lewis, and Morrisons, you'll have more purchasing power at your fingertips.

Techscheme

With Blackhawk Tech Scheme enables you to access the latest home and tech equipment you need. With Techscheme, you can spread the cost of a wide range of products from leading retailers like IKEA and Currys, making it easier than ever to enhance your home or upgrade your tech gadgets.

Cycle to Work

Take advantage of the Cycle to work scheme, a salary sacrifice benefit designed to promote a healthier lifestyle and reducing your carbon footprint, promoting eco-friendly commuting options while keeping you fit and energized.



Byond is the simple way to earn up to 15% cashback every time you shop at over 80 retailers, restaurants and supermarkets. This includes Asda, Boots, IKEA, M&S, John Lewis, Sainsbury's and more! It's not about spending more – it's about spending smart. Using bYond at retailers for your household spending could earn you £500 cashback a year.

Employee Assistance Program – Schools Advisory Service (SAS)

Benefit from our comprehensive Employee Assistance Programme through Schools Advisory Service. This has been designed to support the physical and mental well-being of our colleagues at every step. Their experienced, in-house experts that have developed and implemented a range of complimentary services, ensuring confidential and clinical-led support. These include:

- Physiotherapy
- Counselling & mindfulness
- Weight management
- Nurse Support service
- Menopause support
- GP Phone & Video Consultations
- Cancer & chronic illness support



Deputy CEO – Job Description

| | |
|-------------------------|--|
| Job Title: | Deputy Chief Executive Officer |
| Responsible to: | Chief Executive Officer and the St. Chad's Trust Board |
| Line Management: | Principals and School Improvement Partners |
| Contract Type: | Full Time, Permanent |
| Salary: | £68,954 - £92,684 (dependent on experience) |

Overall purpose of the post

To provide strategic and professional leadership as Deputy to the CEO for the Trust.

To develop and deliver the vision, ethos, strategy and performance necessary to provide outstanding education for all pupils.

Specific Duties and Responsibilities

The post holders, must at all times, carry out his/her duties and responsibilities within the spirit of the St. Chad's Multi-Academy Trust and School policies and within the legislative framework applicable to academies.

Core Purpose

- To Deputise for the CEO.
- To support the CEO, Executive Team and Trust Board through inspirational, strategic and professional leadership which ensures the continuing development and success of St. Chad's and its academies.
- To uphold the Trust's values, and to provide visible leadership across the organisation with Children First: in the footsteps of St. Chad's at the forefront of everyone's thinking.
- To work collaboratively with the CEO, Executive Team, Trust Board, Local Academy Committees, academy leaders and colleagues within the Trust and academies to define and deliver high standards, measurable targets and clear aims and objectives to ensure all children have access to outstanding education.
- To ensure that their distinctive Christian character permeates all aspects of the academies' journey of improvement.
- With the CEO, to be the lead education professional for the trust. Be responsible for commissioning and overseeing the executive education functions of the Trust and be accountable for all aspects of teaching and learning standards, developing and leading the framework and systems for school improvement and quality assurance.
- To promote the Trust in the wider community and to work to improve outcomes for all children educated in our academies.

Key Responsibilities

Strategic

- Provide leadership and direction to academies within the Trust in accordance with the vision and strategy agreed by the CEO & Trust board.
- Lead alongside the CEO and Executive Team in supporting the growth, development and sustainability of the Trust through the implementation of a robust strategy.

Deputy CEO – Job Description

Strategic, continued..

- To contribute and be influential in all areas of the Trust's operations to ensure effective use of resources across the family of academies especially in school improvement.
- Hold Local Academy Committees and Academy leaders to account for maintaining and further developing the vision and values of the Trust and their own individual ethos within it.
- Ensure there are high levels of effective communication across the Trust to enable all colleagues to perform their duties and develop opportunities for collaboration across the Trust.
- Develop and maintain effective relationships with key partners/stakeholders outside of the Trust and keep abreast of key national and local initiatives to benefit the development of the Trust.

Leadership and Management

- Ensure the strategic vision and ethos of each academy is clearly articulated, shared, understood and acted upon effectively by all.
- To work in partnership with the CEO and school improvement team to ensure due diligence is completed for each academy in the Trust every academic year.
- Work in partnership with CEO, COO & CFO to ensure any school/academy expressing an interest in joining the Trust has a full due diligence process with specific role for covering teaching and learning and leadership.
- The Deputy CEO will lead a team of dedicated School Improvement Partners from within the central team, in the delivery of a school improvement function that is built upon evidence-based practice.
- Liaising with the CEO and CFO have a detailed understanding of the school improvement budget to allow for effective deployment of resources.
- Responsible for development and implementation of the school improvement and effectiveness strategy that supports the Trust to achieve its mission and meet its strategic objectives.
- Recruit and deploy consultants and educational specialists appropriately, where necessary, to achieve the vision and goals for the Trust.
- Work with the CEO, Trust board, Local Academy Committees & academy leaders to provide strategic leadership to ensure educational excellence within individual academies, translating the vision for educational excellence into agreed evidence-based objectives, briefings and operational plans which will promote rapid and sustained improvement
- Lead and inspire all stakeholders by motivating, challenging and empowering others to create a shared culture where ambitious outcomes are the norm
- Develop and maintain effective relationships/partnerships with other academies/schools, the DfE, the Local authority and other providers of educational services
- Prepare timely and accurate reports and papers as requested for the Trust Board and the Standards and Achievement Committee in accordance with statutory and regulatory requirements.
- To support the CEO in mentoring supporting new academy leaders within the Trust.
- To support the CEO and Governance Professional and in conjunction with the Exec Team in developing a programme of training and support for Local Academy Committee in order to ensure effective school leadership.

Deputy CEO – Job Description

School Improvement & Monitoring Performance

- With the CEO develop a culture which sets high professional standards and expectations across the Trust and holds academy leaders and Local Academy Committees to account for progress, quality and outcomes.
- Ensure that education performance data informs priorities for action at all levels of the Trust.
- Encourage networking opportunities and ways to share skills, expertise and best practice across the Trust.
- Develop and enable with the CEO the framework and systems for school improvement across the Trust, ensuring capacity, quality assurance and accountability at all levels.
- Deliver a robust accountability framework so that the impact of all support, challenge and intervention can be evidence and built upon.
- To monitor the impact of the School Improvement Partners allocated to the academies ensuring that their role is clearly defined and implemented.
- To monitor School Improvement Partners to ensure that there is a triangulation of information from academy colleagues, Local Academy Committees and School Improvement Partners ensuring effective governance in the academy improvement.
- Lead the management and deployment, of School Improvement Partners in order to support the collaborative working with Christian Distinctiveness Advisers to deliver the school improvement strategy of St Chad's Academies Trust resulting in all academies within the Trust are judged to be good or better in both Ofsted and SIAMS
- Provide support and challenge to academies within the Trust as required including the identification of appropriately costed and prioritised actions for academy-to-academy support or externally secured services.
- Ensure robust systems of self-evaluation and drive the Trust and individual academy improvement plans.
- Monitor and evaluate the effectiveness of academy provision through Ofsted reports and by scrutinising performance data, including assessing performance trends over time and progress of different groups of pupils.
- Benchmark performance against prior achievement and national averages in order to identify areas for development in Trust academies.
- Use performance analysis to determine the early identification of academies where achievement or pupil progress is vulnerable.
- Keep abreast of educational developments with a particular focus on standards and progress and anticipate the consequences of future trends/initiatives and articulate these to trustees and trust academies.
- Lead the appraisal process for Principals and ensure the appraisal scheme in all Trust academies is robust and effective.

Deputy CEO – Job Description

Supporting Academies

- Provide support, guidance and mentoring to principals in relation to analysing and interpreting performance data and establishing improvement priorities.
- To provide strategic direction for all academy leaders in the Trust and identify support/timescales to ensure improvements are achieved.
- Work with academy leaders to improve pupil progress by:
 - undertaking development visits to academies
 - providing or brokering high quality, fully-costed, advice and professional support in response to identified needs
 - supporting academies in using data and target setting to promote and monitor pupil progress
 - identifying outstanding practice across the Trust and disseminating this in order to improve pupil outcomes
 - identifying academy and Trust-wide training needs to improve pupil outcomes
 - negotiating academy-to-academy support to address the school improvement agenda, working within the Academy Improvement Strategy
- Work alongside academy leaders to develop partnerships with associate consultants to address underachievement.
- Lead the development of work to audit expertise and organise a programme of high-quality academy-to-academy support and CPD including quality learning network meetings.
- Respond, where appropriate, to requests from academies to support their own self-evaluation.
- Work alongside academies to identify their strengths and development areas and, if appropriate, broker alternative support through the Standards and Achievement Committee.
- To lead and implement any curriculum reform and develop academic intervention strategies leading to academies offer appropriate opportunities for all pupils
- Monitor, evaluate and if necessary, support to ensure effective leadership teams at all levels across the Trust.

Workforce

- Work with the CEO in appointing senior leaders across the Trust including recruitment, selection, and interviewing.
- Be responsible for the performance management of the School Improvement team
- Support the CEO for the performance management of the Principals
- Provide effective and ethical leadership ensuring high quality sustained performance from all members of staff.
- Role model high standards of professional conduct to influence and motivate all members of the community to achieve their full potential.

Deputy CEO – Job Description

- Lead, manage and develop the colleagues across the Trust, providing professional support and guidance to enable colleagues to work effectively and support their teams.
- Maintain confidential colleague records in accordance with the Trust's data protection policies and retention schedules.
- Lead the school improvement team in the continuous development of a programme of training and support for colleagues across the Trust relating to school improvement and curriculum design and implementation.
- Lead the school improvement team to provide support to academy leaders to further develop subject teams and individuals to enhance performance, including succession planning and talent management across the Trust.
- Support academies with the writing of training and development plans.
- Create a climate where discussions and observations to share good practice, and to monitor the implementation of policy, are commonplace and take a personal role in spreading good practice.

Business Development, Business Continuity and Risk

- Work as part of the Executive Leadership team to implement business plans and enact the business continuity plan when required.
- Support Trust leadership with the development of strategy and developing proposals for organisational change
- Support Trust Leadership with the assessment of risks, and the likelihood and materiality of each risk arising from its operations (e.g., financial loss and educational performance).

Governance

- Work with the CEO, Trust Board, Executive Team, Local Academy Committees, and colleagues to deliver the Trust's vision, aims and objectives through inspirational and motivational leadership, clear strategic direction, demanding and measurable targets and supporting development plans.
- Regularly update and prepare for meetings of the sub-committees and Trust Board.
- Advising on, and once approved by the Board, ensure the implementation, monitoring, and review of the scheme of delegated responsibilities and authorities for school improvement.

Safeguarding and Compliance

- To ensure all individual academies safeguarding ethos and curriculums are robust and compliant with statutory expectations across the Trust.

Deputy CEO – Job Description

Safeguarding and Compliance, continued...

- Work with the Trust Safeguarding Lead to report on relevant data from academies within the Trust to ensure that all demands around safeguarding are met and report outcomes to the Trust Board.
- Ensure that good information sharing practices are implemented consistently across the Trust.
- Maintain up to date knowledge and skills to fulfil the role, engaging in regularly training including statutory updates.
- Ensure that children's views are heard, understood, and acted upon as part of the culture of safeguarding within the Trust and actively contribute to the overall ethos/work/aims of the Trust.

Equality and Equity

- Ensure that the Trust reflects a vibrant and inclusive ethos which actively values and promotes diversity, unity, and community cohesion, and supports pupils to become successful integrated citizens.
- Ensure all academies are fully inclusive and provide support for all pupils, including SEND, to progress
- Actively challenge and address discrimination and be aware of, support and ensure equal opportunities for all.
- Ensure a continual focus on equity as measured by pupil outcomes.
- Appreciate and support the role of other professionals.

Generic Responsibilities

- Demonstrate a positive commitment to equality and diversity, and the mission, Vision and Values of the Trust.
- Contribute to building the service culture and Trust's team ethos.
- Continually and actively maintain up to date knowledge of statutory and regulatory legislation and compliance practice.
- Positively contribute to the development and delivery of the Trust's Strategic and Operational Plans.
- Willingness to travel, to any academies throughout the Trust.
- Undertake appropriate and mandatory training as required.
- The need for flexibility, shared accountability and team working to meet the ever-changing needs of the Trust.
- Adhere to responsibilities under security information, GDPR, Health & Safety legislation and Trust policies and procedure.
- Any other related duties that are within the colleague's skills and abilities, commensurate with the post's banding and whenever reasonably instructed.
- Liaising with colleagues professionally in all forms of communication

The current main duties and responsibilities of this post are outlined in this job description. The list is not intended to be exhaustive.

Deputy CEO – Job Description

It is the practice of the St Chad's Academies Trust to review job descriptions annually to ensure that they relate to the role as then being performed or to incorporate whatever reasonable changes that have occurred over time or are being proposed. This review will be conducted by the Trust in consultation with the post-holder before any changes are implemented. The post-holder is expected to participate fully in such discussions and implementation.

All colleagues have a duty for safeguarding and promoting the welfare of young people. Colleagues must be aware of the Trust procedures for raising concerns about pupils' welfare and must report any concern to the designated officers without delay. Colleagues must also ensure that they attend the appropriate level of safeguarding training identified by the Trust as relevant to their role.

There will be a six-month probationary period on commencement of the role and annual performance management and appraisal setting, where the post-holder is expected to participate fully.

St Chad's
Academies Trust

| Person Specification | | |
|--|---|--|
| Essential | Desirable | Evidence |
| Qualifications and Experience | | |
| <ul style="list-style-type: none"> • Qualified teacher status. • Honours Degree • A continued commitment to own professional development. • Successful record as an Executive Headteacher, Principal or Head teacher of a school/academy • Detailed and up-to-date knowledge in subject, national policy, classroom management strategies, inspection procedures and statutory requirements. • Knowledge of child-safeguarding issues and successful use of measures that promote and ensure the safeguarding of children. • Experience of school inspection or school to school support • Successful school improvement planning and implementation experience in a school setting. • Successful experience of coaching, training and supporting senior leaders, middle leaders, teachers, support staff and other in bringing about improvements in their practice. • Successful experience of working with or within a Local Authority or MAT on school improvement activities. • Experience in building effective teams of senior leaders through people management skills such as leadership, vision, communication, motivation, constructive challenge and delegation | <ul style="list-style-type: none"> • NPQH / NPQEL or similar • LLE / NLE Status • Relevant masters /postgraduate degree. • Further relevant professional studies. • Experience of leading/managing complex/multiple organisations or Trusts and sites. • Experience of having led a school to outstanding or out of a category. • Experience of more than one key stage. • Experience of Academy leadership | <ul style="list-style-type: none"> • Application form • Certificates • References |

| Person Specification | | |
|--|--|---|
| Essential | Desirable | Evidence |
| Leading Strategically | | |
| <p>Knowledge and understanding of:</p> <ul style="list-style-type: none"> • Models of effective leadership and organisational structures. • New technologies and their potential impact to enhance organisational effectiveness. • Strategic planning processes, tools and techniques. • Ways of achieving stakeholder and community engagement. • Anticipating, lead and manage change, creativity and innovation. • Employment market, effective recruitment, deployment and management of staff. • Strategies to maximise contributions from the workforce. • Accountability frameworks. • Legal issues relating to leading and managing an academy trust, derived from all relevant statutory and regulatory frameworks. • Organisational development, planning and implementing change. <p>Skills:</p> <ul style="list-style-type: none"> • Build capacity and achieve sustainability. • Deal with complexity and uncertainty. • Think strategically, analytically and creatively. • Use research to support and challenge practice. • Inspire, challenge, motivate and empower others to attain challenging outcomes. • Model the vision and values of the trust. • Work strategically with stakeholders and directors. • Evidence of collaborative and inspirational leadership skills. • Demonstrate enthusiasm and commitment to leadership aimed at making a positive difference to children and young people and to raising standards. • Ability to work with support and support groups of school leaders and Local academy committee members. • Seek expertise and advice from within and outside the trust. • Delegate, collaborate and distribute leadership. • Manage others within an accountability framework. • Create an environment which enables people to perform at their best and underpins effective employee relations. • Have had experience of managing an academy's financial, human and physical resources. • Establish structures and systems so operational decisions are based on informed discussion. • Create a working environment which takes account of workload and work-life balance. • Proven ability to develop, communicate and successfully implement strategies. • Numeracy skills for the purposes of interpreting statistical data, and financial information. • Proven ability to lead an organisation successfully through a period of change. • Commitment to support the aims of the Multi-Academy trust. | <p>Knowledge and understanding of:</p> <ul style="list-style-type: none"> • Experience of designing leadership and management structures in education settings. • Evidence of successful management of change. • Development of and access to school buildings and facilities management • Project management techniques. <p>Skills:</p> <ul style="list-style-type: none"> • Demonstrate political acumen. <p>Skills:</p> <ul style="list-style-type: none"> • Manage industrial relations | <ul style="list-style-type: none"> • Application form • Letter of Application • References • Interviews |

Person Specification

| Essential | Desirable | Evidence |
|---|---|---|
| Leading Teaching and Learning | | |
| <p>Knowledge and understanding of:</p> <ul style="list-style-type: none"> • Methods to ensure the specified teaching standards are harnessed and maintained by all teaching staff. • Curriculum design and management. • Principles of quality learning, teaching and assessment including academy review and self-evaluation. • Use of external support and expertise. • Behaviour and attendance management. • New technologies to support learning and teaching. • Strategies for improving outcomes and achieving excellence for all. • Tools for data collection and analysis. • Experience of monitoring and improving the quality of teaching and learning. <p>Skills:</p> <ul style="list-style-type: none"> • Thorough understanding of curriculum design, development and delivery. • Demonstrate equality and diversity in teaching and learning. • Achieve the best possible learning outcomes for all. • Use developmental models for teaching and learning. • Engage parents in pupil's teaching and learning. • Manage and use performance data. • An excellent classroom practitioner. • Develop and use effective assessment and moderation systems. • Understand whole school culture of best practice in teaching and learning. • Understand flexible and comprehensive learning opportunities for all students. • Evaluate, review and develop systems and structures. • Experience in the analysis of performance data for the purposes of target setting and evaluation. • An understanding of and competent use of ICT/technology to enhance the quality of teaching, learning and administration. | <p>Knowledge and understanding of:</p> <ul style="list-style-type: none"> • Ways of applying effective practice and research evidence to improve outcomes. <p>Skills:</p> <ul style="list-style-type: none"> • Capitalise on appropriate sources of external support and expertise. | <ul style="list-style-type: none"> • Application form • Letter of Application • References • Interviews |

| Person Specification | | |
|--|--|---|
| Essential | Desirable | Evidence |
| Leading People | | |
| <p>Knowledge and understanding of:</p> <ul style="list-style-type: none"> • Significance of interpersonal relationships, including impact on teacher performance and pupil learning. • Performance management, continuous professional development and sustained school improvement. • Building motivation, including the importance of celebrating achievement • Own performance, ways of obtaining feedback and how to improve. <p>Skills:</p> <ul style="list-style-type: none"> • Develop self-awareness, self-management and self-confidence and use effectively. • Listen, reflect and communicate effectively • Monitor and evaluate work of others, give feedback and provide support/intervention to improve performance • Hold people to account and challenge under performance • Develop a culture of learning and continuous professional development. • Receive and act on feedback to build on strengths and improve personal performance. • Create a culture which encourages ideas and contributions from others. • Foster an open, fair and equitable culture. • Proven ability to motivate, challenge, develop, empower and sustain individuals and teams. • High standards of personal and professional conduct. • Proven experience of developing good working relationships with all stakeholders. • Proven ability to generate and deliver collective vision and shared purpose at pace. • Proven ability to create, build and retain effective staffing structures. • Excellent organisational skills. <p>• A sense of humour!</p> | <p>Knowledge and understanding of:</p> <ul style="list-style-type: none"> • Building and sustaining a learning community within a diverse workforce. • Support and development systems for individuals and teams. • Have a high level of Emotional Intelligence and use it <p>Skills:</p> <ul style="list-style-type: none"> • Negotiate and manage conflict, providing appropriate support. | <ul style="list-style-type: none"> • Application form • Letter of Application • References • Interviews |

Deputy CEO – Application and Selection Process

Please complete the application form attached with this recruitment pack and submit within the application detailing how your skills, experience and attributes demonstrate your suitability for the role.

Applications should be sent to Chloe Norton (Personal Executive Assistant) via email to: chloe.norton@stchads.uk

Selection Procedure

Successful candidates will be invited to interview on 13 and/or 14 June 2024

Closing date: Sunday 26th May 2024, Midnight

Shortlisting: W/C 3rd June 2024

More detailed information about the interview process will be provided to shortlisted candidates.

Safer Recruitment

St Chad's Academies Trust is committed to safeguarding and protecting the welfare of children and expects all colleagues and volunteers to share this commitment. As part of our recruitment process all successful candidates will be subject to a Disclosure and Barring Service check along with other relevant employment checks as listed in Keeping Children Safe in Education.

On the day of interview

All applicants will be required to bring in a minimum of three pieces of identification which verify their name, date of birth and current address, one of which must be a form of photographic identification. These must be originals and not copies.

The following are acceptable:

- Valid passport, birth certificate or driving licence
- Additional proof of address such as a recent utility bill, council tax bill or bank statement (at least two are required and should be dated no more than three months ago).

We have a legal responsibility to ensure that all our colleagues have the legal right to live and work in the UK. Applicants will need to bring in their original documents for their right to work within the UK. Acceptable documents are listed here: <https://www.gov.uk/government/publications/right-to-work-checklist> -

Applicants will also need to bring in their qualification certificates.

Appointments are subject to the receipt of satisfactory references. References will be sought from the current employer and gaps in employment history followed up.

Data Protection

You should be aware that the information you provide will be stored at St Chad's Academies Trust and will not be passed to any third party. Please also refer to our Recruitment Privacy Notice.