



# The Southfield Trust

**Externally posted April 2022**

## **Vacancies** **Finance Manager -Trust**

This is a great opportunity for an effective finance manager to play an integral role in the smooth operation of the finance function at The Southfield Trust.

The Southfield Trust provides an excellent education to over 400 learners with a range of learning disabilities. All our children and young people have an Education and Health Care plan and all the Trust schools seek to deliver the best possible individual provision against the objectives in those plans.

The work of the Trust is centred on the belief that we can achieve the best for our pupils and students by working together with our young people, our parents and carers and with each other as a community of schools. To find out more about the Trust please visit our website at: [www.thesouthfieldtrust.com](http://www.thesouthfieldtrust.com)

This is a school-based position located in Eastbourne, East Sussex. Candidates should be prepared to work at any one of our Trust school sites.

As one of two finance managers, you will be an integral part of the team responsible for ensuring high standards of financial integrity within the Trust. You will manage the monthly financial processes required of the academies, ensuring compliance with the requirements of the Academy Trust Handbook. You will be responsible for all operational financial activities.

This is a permanent part time post subject to a probationary period of one year.

The paid hours of work are 22.2 per week

A daily additional half hour lunch break entitlement is unpaid.

**The actual post salary is £20,235 per annum.**

(As this post is a part time post the actual salary is a pro rata'd figure based on the full-time figure of £33,735 (1.0fte) (Single Status Grade 11.29)).

The Southfield Multi Academy Trust consists of three exceptional special schools – The South Downs School, The Lindfield School and Hazel Court School, which provide the best possible educational opportunities for all its learners and their families. The Trust is also currently in an exciting phase of development including the opening of a new school, Summerdown School, in the autumn of 2022.

For more information about the Trust please visit our website: [www.thesouthfieldtrust.com](http://www.thesouthfieldtrust.com)

Please complete a support-staff application form for this post, which can be accessed via the Vacancies tab on our website along with the Job Description and Person Specification.

We look forward to receiving your application. We do not accept CVs. Your application will be accepted if sent by email to:

[recruitment@thesouthfieldtrust.com](mailto:recruitment@thesouthfieldtrust.com)

The closing date for this post is on Friday, 27<sup>th</sup> May 2022

If you do not receive a response to your application by Friday, 10<sup>th</sup> June you can assume you have been unsuccessful on this occasion.

The Southfield Trust is committed to safeguarding and promoting the welfare of children and young people. Employment will be subject to pre-employment checks including satisfactory DBS Enhanced clearance and references. This post is covered by the Childcare Disqualification Regulations 2018.