

Finance Partner Vacancy

**Great Clacton CofE Junior School, St James the Great (Colchester), Rolph (Thorpe-le-Soken)
and St Andrew's (Weeley) CofE Primary Schools**

Start Date: Asap

The Vine Schools Trust is looking for an enthusiastic person with experience in managing the business operation function in a school/trust including a high level of financial management. This position is for 37 hours / 52.14 weeks per annum, supporting the Schools, Head of Finance and the Chief Financial Operating Officer.

The ideal candidate will:

Have ambition, enthusiasm and the desire to make a difference;
Can demonstrate excellent organisation and communication skills;
Work well as part of a team;
Be committed to the ethos and aims of a Church School Trust.

In return we can offer:

A caring, friendly, Christian ethos that aims to develop everyone to their full potential and where every person is valued;
A supportive staff team;
A clear vision for the future.

Salary:

Vine Support Staff Scale 9, Point 29

Place of work:

A hybrid of Chelmsford office, school on site visits and home.

Applications close on 23rd March 2026.

Interviews will be held on TBC.

If you are interested in this post, please email any questions or your completed application form to debbie.mcmanus@dcvst.org.

A full job description and person specification, our Privacy Notice and our Recruitment & Selection Policy Statement are attached.

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