



A MULTI-ACADEMY TRUST

# Recruitment Pack





# Welcome to Candidates

Thank you for your interest in joining Place Partnership. This pack contains the ambition for our new organisation and the details of our journey to date, alongside information regarding the role we are looking to recruit to.

We are incredibly excited to be in the process of finalising our new Shared Services Team. This team of highly skilled colleagues will be dedicated to supporting us to realise our ambitious vision for education at Place Partnership, where people belong, place matters and purpose lasts.

Place Partnership represents the voluntary merger of two strong and successful Trusts in South and West Yorkshire: Maltby Learning Trust, established in 2014, and Accord Multi Academy Trust, founded in 2016. Both organisations shared a clear ambition – to grow our families of schools, extend the impact of our work, and ensure more children, families and communities could benefit from high-quality education. We recognise that by coming together, we will create a larger organisation with greater capacity to deliver exceptional learning experiences, strengthen school improvement, and contribute more meaningfully to the wider education system. From 1 September 2026, we will comprise 12 academies, supporting children and young people from early years through to Post 16.

At the heart of Place Partnership is a commitment to building a culture where people feel valued, take pride in their place, and hold high expectations because everyone matters. At Place Partnership we are dedicated to providing a high-quality education which ensures that every child is given the opportunity to achieve their full potential.

As an employer, we invest in our people through extensive professional learning and development opportunities, a comprehensive wellbeing offer, and a wide range of generous employee benefits.

It has always been a privilege to work alongside talented and dedicated professionals who strive every day to create the best possible opportunities for young people and our local communities. If you share our ambition, energy, and belief in the power of education to transform lives, we would be delighted to hear from you.



**Alan Warboys**  
CEO

# Vision

**People belong, place matters, purpose lasts.**



## Value Our People

We treat people with care and compassion, build belonging, and hold high expectations because everyone matters.



## Take Pride in Our Place

We care for our communities and work in partnership, so that people feel connected, supported and part of something to be proud of.



## Act with Enduring Purpose

We focus on what matters most, our young people, making decisions that stand the test of time.

## Mission

We commit to building a culture where people feel valued, take pride in their place, and hold high expectations because everyone matters.



# The Heart of our Communities

Bringing together two closely connected regions through the merger was a deliberate and meaningful choice.

From the outset, we recognised that place matters, and that pride in local identity is a powerful force. South and West Yorkshire have long been shaped by industry, resilience, and strong civic identity, and education has always played a central role in supporting opportunity and social mobility. Today, that legacy is at the heart of our commitment to inclusive education, strong vocational pathways, and schools that sit at the centre of their communities. As our region continues its shift from industrial to knowledge-based economies, we are determined to realise the high aspirations of our young people ensuring that they receive the very best education available.

Our academies are deeply rooted in their localities, and we build meaningful relationships with families, businesses, and community organisations. Events within academies – such as charity fundraisers, concerts, showcases, and annual Remembrance Services – bring people together, and pupils regularly visit care homes and community spaces. These experiences help our young people understand the importance of compassion, connection, and contributing to the world around them.

We also maintain strong partnerships with local industry and education providers, ensuring pupils can explore and pursue the pathways that inspire them. Mock interview days, careers fairs, and links with employers and training providers open doors to a wide range of careers, apprenticeships, and higher education opportunities. Through these connections, we help our pupils see what is possible and we support them to take confident steps toward their futures.

This work will be made possible through a strong and well coordinated shared services model. Our teams will operate within a single executive structure, with strategic and operational functions delivered through two geographical hubs in Rotherham/Doncaster (South) and Wakefield (West). As a larger Trust, we will have greater flexibility to shape roles around individual strengths and to offer meaningful opportunities for cross collaboration and professional development.

By bringing together specialist expertise and ensuring it is accessible to every academy, we will enable our schools to focus on what matters most: delivering exceptional education and improving outcomes for every young person we serve.

The Shared Services model incorporating Finance, People, ICT, Data, Estates, Governance & Executive Support and Marketing & Communications strengthens the quality, consistency, and reliability of support across Place Partnership.

**If you have the drive and passion to help shape something new, we would be delighted to hear from you.**

**Place Partnership is embarking on an exciting journey, and we are looking for talented, motivated people who can help us achieve our ambitions.**



**12** academies  
**9,000** pupils  
**1,050** staff



- |   |  |
|---|--|
| <b>1.</b> Ossett Academy<br>Accord Sixth Form College | <b>7.</b> Sir Thomas Wharton Academy<br>The Sixth Form Partnership |
| <b>2.</b> South Ossett Infants Academy                | <b>8.</b> Ravenfield Primary Academy                               |
| <b>3.</b> Horbury Academy                             | <b>9.</b> Maltby Redwood Academy                                   |
| <b>4.</b> Horbury Primary Academy                     | <b>10.</b> Maltby Manor Academy                                    |
| <b>5.</b> Middlestown Primary Academy                 | <b>11.</b> Maltby Lilly Hall Academy                               |
| <b>6.</b> Wath Academy<br>Wath Academy Sixth Form     | <b>12.</b> Maltby Academy<br>The Sixth Form Partnership            |

# Why Work for Us?

We recognise that our people are our greatest strength. Creating an environment where every colleague feels valued, supported, and able to thrive is one of our core values.

As part of our commitment to staff wellbeing and professional growth, we offer a comprehensive suite of benefits designed to support you at every stage of your career:

- ✓ Generous annual leave entitlement for full-time colleagues, rising with length of service.
- ✓ A Corporate Paid Healthcare Cash Plan through Westfield Health, with the ability to claim money back for essential healthcare and access a GP 24/7 through Doctorline.
- ✓ A competitive salary, incremental progression, and an enhanced pension scheme through either the Teachers' Pension Scheme or the Local Government Pension Scheme.
- ✓ An extensive professional learning and development offer, with regular training and development tailored to your role, ambitions, and career stage.
- ✓ Apprenticeship pathways, supporting progression into new roles and qualifications while you work.
- ✓ Family friendly policies, including enhanced maternity, paternity, adoption, and parental leave.
- ✓ A collaborative working culture, enabling you to learn from colleagues across the Trust and share best practice.
- ✓ Staff recognition programmes celebrating excellence, dedication, and positive impact.
- ✓ Supportive, inclusive environments where wellbeing and belonging are prioritised.

## Access to Reward Gateway which offers:

- A SmartSpending App, allowing for instant savings on everyday high street brands, including supermarkets.
- Cashback schemes.
- Employee Assistance Programme with 24/7 confidential access to trained counsellors.
- Salary sacrifice schemes including Cycle2Work and SmartTech.
- A wellbeing centre, offering workout videos, healthy recipes, guided meditations, and articles focused on mental, emotional, financial, and physical health.



# Graphic Designer

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**Location: Place Partnership (South Hub)**

**Salary: £28,598 – £31,537 per annum**

**Contract: Full Time, Full Year**

**Term Time Only Applications Will Be Considered**

**Start date: 01 September 2026**

## About the Role

We are seeking to appoint a creative and proactive Graphic Designer to support the delivery of high-quality design and visual content across the Place Partnership South Hub. Working closely with the Marketing and Communications Hub Lead, the postholder will produce engaging printed and digital materials to support a wide range of initiatives within the Trust's wider marketing and communications strategy.

Demonstrable experience in graphic design is essential. The successful candidate will have a strong portfolio of both digital and print work, along with experience using Adobe Creative Cloud, particularly Illustrator and InDesign. Working within Trust and academy brand identity guidelines, the postholder will design a broad range of materials, including brochures, posters, flyers, banners, presentations, social media graphics, web assets and academy displays.

The role will involve managing projects from concept through to completion, responding to ad hoc briefs as well as planned campaigns and events, while ensuring all outputs meet high standards of design, accuracy and accessibility. The Graphic Designer will also support and empower academy and Trust colleagues in the correct use of brand materials, helping to embed strong visual communication and consistency across the organisation. In particular, the postholder will play an important role in supporting colleagues to work confidently within the new Place Partnership brand, helping to manage and develop its application as the Trust's identity continues to evolve.

The role will also involve creating visual content such as infographics, illustrations, short videos and motion graphics. Where required, the Graphic Designer will support photography and videography at Trust and academy events, ensuring all content is appropriately catalogued and archived, and that all materials comply with safeguarding and data protection requirements.

This is an exciting opportunity for a creative professional who is passionate about producing purposeful, high-quality design that informs, influences and raises brand awareness at local, regional and national level.

Although the role is advertised as Full Year, applications will also be considered for Term Time Only + Insets + 10 Additional Days. Please indicate on your application if you wish to apply for a Term Time post.

## About You

The successful candidate will be...

- A creative and skilled designer, with experience producing high-quality digital and print materials across a range of formats and platforms.
- Highly organised and efficient, with the ability to manage multiple projects, deadlines and stakeholder expectations effectively.
- A strong visual communicator, with the ability to interpret briefs and translate ideas into engaging, accessible and professional design solutions suited to an educational setting.
- Confident using design software and digital tools, with the ability to create graphics, templates, visual assets and short-form multimedia content to a high standard.
- Adaptable and resilient, and able to respond positively to changing priorities and stakeholder feedback.
- A strong custodian of brand identity, with a clear understanding of the importance of consistency, professionalism and visual impact.
- Knowledgeable about accessibility and copyright requirements, ensuring materials are inclusive, appropriately licensed and fit for purpose.
- Collaborative and approachable, with the ability to build positive relationships with colleagues, offer guidance and support, and respond constructively to feedback.
- Committed to supporting the wellbeing and success of children and young people, recognising the value of clear, inclusive and engaging communication in an education setting.

## About Place Partnership

This is an exciting opportunity to join a forward-thinking and ambitious organisation, driven by a genuine passion for the wellbeing, care and education of young people.

Place Partnership represents the voluntary merger of two strong and successful Trusts in South and West Yorkshire: Maltby Learning Trust, established in 2014, and Accord Multi Academy Trust, founded in 2016. Both organisations shared a clear ambition – to grow our families of schools, extend the impact of our work, and ensure more children, families and communities could benefit from high-quality education. We recognise that by coming together, we will create a larger organisation with greater capacity to deliver exceptional learning experiences, strengthen school improvement, and contribute more meaningfully to the wider education system. From 1 September 2026, we will comprise 12 academies, supporting children and young people from early years through to Post 16.

We treat people with care and compassion, building belonging, and hold high expectations because everyone matters. We recognise that our people are our greatest strength, and as such, we offer a comprehensive suite of benefits as part of our commitment to wellbeing and professional growth. For full details, please see our recruitment pack.

### **Further Information**

Visits are warmly welcomed and can be arranged. For further details regarding this opportunity, for an informal discussion regarding the role or to arrange a visit, please do not hesitate to contact [kparker@maltbylearningtrust.com](mailto:kparker@maltbylearningtrust.com).

**Closing Date: Monday 29<sup>th</sup> June 2026 at 9am**

**Interviews are expected to take place on: During week commencing 29<sup>th</sup> June 2026 or week commencing 06<sup>th</sup> July 2026.**

Place Partnership is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. This post is subject to an enhanced Disclosure and Barring Service (DBS) check, further details of which can be found at [www.gov.uk/disclosure-barring-service-check](http://www.gov.uk/disclosure-barring-service-check).

Place Partnership is committed to providing a culture of inclusion, respect and equity of opportunity that attracts, supports, and retains high quality colleagues from all backgrounds and across all job roles. Candidates will always be shortlisted based on the content of application against the job description and essential criteria without access to the personal details information.

Based on the quality and quantity of applications received, Place Partnership reserves the right to interview sooner than the specified dates above. Applicants will be notified of this where possible. Therefore, early applications are encouraged.

## Role Description

# Graphic Designer

|                  |                                       |
|------------------|---------------------------------------|
| NJC Pay Range:   | BAND F                                |
| Responsible For: | N/A                                   |
| Responsible To:  | Marketing and Communications Hub Lead |

## Main Purpose of the Post

- Support the Marketing and Communications Hub Lead with designs and content creation for cohesive and consistent communications and access to information.
- Work within the Trust's marketing and communications strategy and brand identity guidelines to provide a high-quality design and print service to the Trust and Academies.
- Provide an exceptional design and creative support service working to ad hoc briefs and the annual calendar of activities and events.
- Develop and maintain branded templates, image libraries and design assets for Academies, Shared Services and Executive teams.
- Provide advice and guidance to colleagues on the correct use of brand materials and accessibility standards.
- Ensure all materials meet safeguarding, accessibility, and copyright requirements.

## Key Areas of Responsibility

### Design and Content Production

- Design and produce high-quality digital and print materials including but not limited to brochures, posters, flyers, banners, and classroom / Academy displays.
- Create engaging social media graphics, web banners, and digital assets to support campaigns and communications.
- Work with the Marketing and Communications Lead to understand design briefs and deliver creative solutions.
- Ensure all materials are aligned with Trust brand guidelines and meet accessibility standards.
- Liaise with third parties including SLA providers and / or print companies as appropriate and build positive working relationships with external agencies including print and installers.
- Prepare print-ready files and liaise with external printers (where required) to ensure high-quality production.
- Complete design projects from concept to completion, managing deadlines, stakeholder expectations, and quality standards.
- Develop branded templates for common materials including but not limited to letters, newsletters, posters, presentations, social media posts etc.
- Maintain a library of design assets including logos, icons, fonts, colour palettes, and stock imagery.
- Ensure all templates and assets are accessible to Academies and Shared Services and are easy to use.
- Update templates and assets as brand guidelines evolve.
- Provide advice and guidance to colleagues on the correct use of brand materials, templates, and design assets.
- Working with the Marketing and Communications Lead, quality assure any materials produced by Academies, providing feedback and support to improve standards where required.
- Promote a culture of high-quality design standards and brand consistency across the Trust.

## Visuals and Short Videos

- Create engaging visuals for online and offline campaigns, including infographics, illustrations, and animations.
- Produce short videos and motion graphics for social media, websites, and events.
- Edit video footage and audio to create polished, professional content.
- Ensure all visuals and videos are optimised for different platforms and meet accessibility requirements (e.g. captions, alt text).
- Stay up to date with design trends and digital content best practice and relate this to the education setting.

## Photography and Videography

- Support the Marketing and Communication Hub Lead if required at Trust and Academy events, capturing high-quality images and footage.
- Ensure (working with Academies) that all photography and videography complies with safeguarding, consent, and data protection requirements.
- Edit and retouch photographs to a professional standard as may be required.
- Maintain and update a library of approved imagery for use across the Trust.

## Safeguarding, Accessibility, and Copyright Requirements

- Support colleagues with maintenance and development of websites, internal SharePoint sites and empower colleagues to take ownership of content in line with Trust brand and identity guidelines.
- Ensure all materials comply with safeguarding policies, including appropriate use of pupil images and consent.
- Ensure all materials meet accessibility standards (WCAG 2.1 AA), including colour contrast, font readability, and alt text for images.
- Ensure all materials comply with copyright and licensing requirements, using appropriately licensed stock images, fonts, and assets.

## Other Considerations Relevant to the Role

- To work from an identified Place Partnership Office location.
- To work with flexibility, travelling to and from Academies and other locations in the course of undertaking work duties.
- Work with Shared Services colleagues and leaders to support events and initiatives that form part of the wider People Strategy for the Trust, promoting the Trust as an employer of choice.
- A Disclosure and Barring Service (DBS) check at Enhanced Level is required.

**The aim of the Role Description is to indicate the general purpose and level of responsibility of the post. Duties may vary from time to time without changing the character of the post or general level of responsibility.**

**This is an outline Role Description only and the post holder will be expected to undertake duties commensurate within the range and grade of the post or any lesser duties as directed.**

## Role Description

# Supplementary Information

|                |        |
|----------------|--------|
| NJC Pay Range: | Band F |
|----------------|--------|

## Standards and Expectations

- Be an excellent role model, exemplifying high personal and professional standards and promoting high expectations for all members of the Trust.
- Take responsibility for promoting and safeguarding the welfare of children, young people, and adults within the organisation.
- Demonstrate optimistic personal behaviour, positive relationships and attitudes towards young people, professionals, parents/carers, governors, and members of the local community.
- Regularly review own practice, set personal targets, and take responsibility for own personal development.

## Securing Policies and Compliance

- To apply Academy and Trust wide policy and procedures.
- To promote and safeguard the welfare of students and other adults within the Learning Trust by adhering to all statutory and associated workplace policies.
- To ensure compliance through quality assurance and evaluation.
- To report and advise on any matter that may place the brand and reputation at risk.

## Leading People and Managing Performance

- To develop staff within the team to deliver high quality performance.
- To ensure that Leaders receive high quality advice and guidance emanating from area of work/responsibility.

## Engagement with Stakeholders

- To build and maintain effective professional relationships with relevant external stakeholders and service user groups.
- To lead and contribute to the development and delivery of staff and leader training and support across the Academy/Trust.
- To secure and actively engage with professional networks and collaborative arrangements with outside agencies and professional bodies associated with area of responsibility.
- To provide reports and updates to Leaders and Governors in relation to area of responsibility.
- To set clear standards for and expectations of communication with parents/carers and other key stakeholders ensuring follow up is timely, effective, and appropriate.
- To work collaboratively with others to deliver added value to the Academy and Trust.
- To understand the changing community and ensure stakeholder satisfaction.

This supplementary information forms part of the role description and should be used alongside the role specific information

**Place Partnership is committed to safeguarding the welfare of children and expect all staff to share this commitment.**

# Person Specification

## Graphic Designer

|  | <b>Essential</b>   | <b>Desirable</b>  |
|--|--|---|
| <b>Qualifications and Training</b>             | <ul style="list-style-type: none"> <li>GCSE English and Maths at Grade C/4 or above, or equivalent qualification.</li> </ul>   | <ul style="list-style-type: none"> <li>Relevant Level 3 qualification in Graphic Design, Digital Media or equivalent.</li> <li>Professional qualification or training in Adobe Creative Suite or similar design software.</li> <li>Photography or videography qualification or training.</li> </ul>   |
| <b>Experience, Knowledge and Understanding</b> | <ul style="list-style-type: none"> <li>Demonstrable experience in graphic design, with a strong portfolio of digital and print work.</li> <li>Experience creating digital and print materials, including brochures, posters, and social media graphics.</li> <li>Experience using professional design software (e.g. Adobe Creative Suite: Photoshop, Illustrator, InDesign).</li> <li>Experience creating branded templates and maintaining design assets.</li> <li>Experience working to brand guidelines and maintaining consistency across materials.</li> </ul>   | <ul style="list-style-type: none"> <li>Experience creating video content and motion graphics.</li> <li>Experience with photography and photo editing.</li> <li>Experience working in an education setting or with school marketing materials.</li> <li>Experience using video editing software (e.g. Adobe Premiere Pro, Final Cut Pro).</li> </ul> |
| <b>Skills and Attitude</b>                     | <ul style="list-style-type: none"> <li>Excellent design skills, with a strong eye for detail, composition, colour, and typography.</li> <li>Proficiency in Adobe Creative Suite (Photoshop, Illustrator, InDesign), or equivalent design software.</li> <li>Ability to interpret design briefs and deliver creative solutions.</li> <li>Strong organisational skills, with the ability to manage multiple projects and meet deadlines.</li> <li>Ability to work independently and use initiative.</li> <li>Ability to build effective relationships with colleagues and provide guidance and support.</li> <li>Good interpersonal skills and ability to liaise with a range of colleagues and stakeholders effectively.</li> </ul> | <ul style="list-style-type: none"> <li>Knowledge of accessibility standards (WCAG 2.1 AA) and inclusive design principles.</li> <li>Understanding of safeguarding, copyright, and data protection requirements.</li> </ul>  |
| <b>Personal Qualities and Attributes</b>       | <ul style="list-style-type: none"> <li>Creative, enthusiastic, and passionate about design and visual storytelling.</li> <li>Proactive and able to take initiative, identifying opportunities to enhance design quality.</li> <li>Professional, reliable, and committed to delivering high-quality work.</li> <li>Positive, collaborative and an effective team player.</li> </ul>   |   |

|                          |  |  |
|--------------------------|--|--|
|                          | <ul style="list-style-type: none"> <li>• Flexible and adaptable, able to respond to changing priorities and feedback.</li> <li>• Resilient and able to work effectively under pressure.</li> </ul>   |  |
| <p><b>Commitment</b></p> | <ul style="list-style-type: none"> <li>• Commitment to diversity and equality of opportunity in all working practices.</li> <li>• Commitment to child protection and safeguarding policies and procedures.</li> <li>• Commitment to personal professional learning and development.</li> </ul> |  |

*\*The postholder is required to ensure they have the appropriate car business insurance to meet the requirements of the post.*



This role is part of Place Partnership, which will be formed on 1 September 2026 from the existing legal entity of Maltby Learning Trust (MLT). Appointments that are scheduled to start before 1 September 2026 will be contracted to MLT as the legal entity, which will then become Place Partnership at the point that the merger is finalised.

**Please visit our websites for further information and how to apply.**



**t.** 01924 668936 **w.** [accordmat.org/join-our-team/our-vacancies](https://accordmat.org/join-our-team/our-vacancies)  
Storrs Hill Road, Ossett  
West Yorkshire WF5 0DG



**t.** 01709 288 090 **w.** [maltbylearningtrust.com/vacancies](https://maltbylearningtrust.com/vacancies)  
Maltby Grammar Business Hub,  
Braithwell Road, Maltby, Rotherham S66 8AA