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Academies Trust



# Regional Director Leeds

## Candidate Pack

# Welcome

## Thank you for showing an interest in our Trust.

We're seeking an experienced senior education leader with the ability to further improve our existing academies within a region by drawing on the principles and values of cooperation. You'll lead, manage and work alongside Executive Headteachers, Headteachers, Academy Community Councils and the Trust's range of educational partners to drive forward educational progress. Any candidate must have an outstanding proven track record of school leadership and school improvement. This is vital for developing a high challenge and high support culture within the Hub in line with the overarching aims of the Trust.

You'll need to have a positive approach to work and significant educational issues with a genuine desire to make a difference in some highly diverse and challenging communities. You'll lead the Hub support team in a region and be the ambassador for the Trust and co-operative values and principles. As well as being a leader within your region you will also lead on a key Trust wide focus striving for excellence in this area.

You will be a regional leader of six schools, a secondary, four primary and an all through special school in the postcode area of LS9 and LS8 very central and north east of the city. You will become a member of the central senior leadership team driving improvement and progress in all areas on a daily basis.

With the support of our sponsor, we're working to grow the Trust and to ensure all our schools are strong, reliable and provide outstanding pupil experiences making a difference in our communities. We're looking for a Regional Director to drive improvement in its academies and within the Trust.

You'll report to the Trust's CEO, and be expected to provide timely and well-considered advice and guidance to members of the Trust Board.

In line with our Safer Recruitment processes, appointment to this post is subject to an enhanced DBS disclosure.

For an informal discussion about this post, please contact Jenna Everett on **07593 583 047** or email [jenna@satiseducation.co.uk](mailto:jenna@satiseducation.co.uk).

Best wishes,  
**Dr Chris Tomlinson** | Chief Executive Officer

# Welcome

## Through a great education we are changing the lives of young people.

Built on the same principles as all cooperatives across the world, we work with academies to empower teachers and young people to work together for a better education and a better community.

What makes our Trust unique is that we are sponsored by the Co-op Group and the Co-op values are embedded in all that we do.

That close relationship means that we benefit from all of the business expertise that has seen the Co-op grow to one of the most respected, ethically driven and successful businesses in the country. Popular with students, parents and teachers, we began in 2010 with just two academies. Pragmatic in our approach to growth we worked closely and cooperatively to improve all of our academies.

You can find out more about our Trust by visiting [coopacademies.co.uk](http://coopacademies.co.uk)



# Our Values

**Co-op Academies Trust is committed to the values shared by co-operatives everywhere:**

<b>Self-help</b>	we support learners, parents, carers and staff to help themselves
<b>Self-responsibility</b>	we encourage learners, parents, carers and staff to take responsibility for, and answer to their actions
<b>Democracy</b>	we give our learners, parents, carers and staff a say in the way we run our schools
<b>Equality</b>	we believe that the voice of each individual should be heard
<b>Equity</b>	we run our schools in a way that is fair and unbiased
<b>Solidarity</b>	we share interests and common purposes with our learners, parents, carers and staff, and with other schools in the communities we serve

**We strive to demonstrate the following ethical values in everything we do:**

<b>Openness</b>	we believe in being open with colleagues in our schools and beyond, children and their families, sharing information and ideas to raise standards and life chances
<b>Honesty</b>	we act in a professional and respectful manner in our dealings with everyone
<b>Social responsibility</b>	we maximise our impact on the people in our communities while minimising our footprint on the world
<b>Caring for others</b>	we treat everyone as we wish to be treated ourselves, understanding that children only have one childhood

**We use our simple 'Ways of Being Co-op' to demonstrate our values:**

- Do what matters most
- Be yourself, always
- Show you care
- Succeed together

# The Application Process

**Closing date for applications:** Thursday 12th February 2026, 4pm

Interviews will be held on Thursday 26th February and Friday 27th February (morning) at Parkland Hub Regional Office, Bradford, BD10 9BG

## How to apply

All applications must be made using the Trust's online recruitment platform:

[recruit.sampeople.co.uk/Jobboard/Trust/co-opacademiestrust](https://recruit.sampeople.co.uk/Jobboard/Trust/co-opacademiestrust)

For an informal discussion about this post, please contact Jenna Everett on **07593 583 047** or email [jenna@satiseducation.co.uk](mailto:jenna@satiseducation.co.uk).

*This post is subject to an enhanced DBS check. We value variety and individual differences, and aim to create a culture, environment and practices at all levels which encompass acceptance, respect and inclusion. All our colleagues are expected to demonstrate a commitment to co-operative values and principles, and the Ways of Being Co-op.*



# Job Description

## Regional Director - Leeds

Co-op Academies Trust

**Salary:** £157,997 to £168,969  
plus significant additional benefits

**Contract:** Permanent

**Reports to:** Chief Executive Officer

**Start date:** September 2026

**Location:** Nearest Trust Headquarters

**Benefits include:** 31 days annual leave plus bank holidays, Local Government Pension Scheme or Teachers Pension Scheme (subject to eligibility), and a wide range of Co-op benefits

### Purpose of the role

To provide leadership and management for educational and operational matters for the Co-op Academies Trust Board and its individual academies in the area. To contribute as a senior member of the Trust's Management team to ensure that all academies are delivering the highest possible educational provision and achieving excellent outcomes, experiences and standards for pupils and students within a co-operative ethos. Be an effective ambassador for the Trust in a region, taking a leading role in identifying further opportunities for the benefit of all Trust academies. You will also lead on a Trust wide key focus striving for excellence in that area.

Further develop the strong relationship that exists with the sponsor, the Co-op, and support the leveraging of benefits for children, staff and communities for the Trust. Drive forward the power of co-operation as a way of living, working and learning so that the academies are seen as exemplars of best practice in this work. Be responsible for the establishment and operational work of the Hub office serving the area.

# Job Description

## Key Accountabilities

### Strategic leadership role

#### (as key member of the senior team supporting the Trust Board)

- Be a significant leader and manager in the Trust and take a key role in important decisions. Lead by example in all areas being a model professional
- Lead on educational matters including the identification and development of future acquisitions
- Advise the Trust Board and Academy Community Councils (ACCs) on key educational and operational matters
- Lead on the performance management of Executive Headteachers and Headteachers in the area
- Support and challenge the work of chairs of governors and other senior governors in the area
- Provide leadership, coaching, guidance, challenge and support to Executive Headteachers, Headteachers and other senior staff in the academies
- Be a strong advocate for co-operative values, principles and approaches
- Develop relationships and networks across the Co-op and support the leveraging of benefits for children, staff and communities in the Trust
- Be an active and supportive member of the Trust's management team, working in close liaison with the other regional Regional Directors
- Work in liaison with the Chief Operations Officer, Chief People Officer and Head of Governance to ensure the efficient work of Central/Hub professional support colleagues serving the area
- Strive hard to achieve the Trust's ambitious strategic plan
- Trust wide lead on a key focus striving for excellence standards in this area making a positive impact



# Job Description

## Academy performance and improvement

- Review and challenge self-evaluations and development plans produced by the academies
- Provide academy improvement support, advice and challenge to existing academies in all areas
- Liaise effectively with other trust staff responsible for the development and implementation of the professional development programme
- Ensure all academies meet the Trust's strategic priorities in terms of student, staff and community outcomes
- Monitor the performance of each of the Trust's academies in the area (overseeing the preparation and analysis of progress in meeting key strategic objectives, risk assessments, categorisation process for each academy)
- Liaise with other Trust staff in the deployment of central 'Directors Of' or SLEs for academy improvement work and reviewing the Trust's CPD programme
- Commission school improvement and subject support as required
- Work with other Trust staff in strategic support, training and advice to the ACC of each academy, attending termly meetings
- Work with the chair of governors to undertake the performance management of the headteacher/Principal on behalf of the Trust CEO
- Conduct a regular cycle of meetings with the Chair, Principal/Headteacher and senior leadership of each academy
- Lead and develop termly network meetings for Principals/headteachers and other senior staff in the area as well as share the leadership of similar meetings across the trust
- Act as a conduit between the Trust CEO and each academy's Headteacher/Principal
- Be the Trust's representative, providing support for all senior leadership appointments in each of the academies across the region
- Make regular progress reports to the Trust CEO, the Trust Board and ACCs when required



# Job Description

## Growth & development of the Trust

- Actively seek and engage in the appraisal of opportunities to expand the number of academies within the Trust & to make recommendations to the Trust CEO as to the suitability of such opportunities
- Evaluate the implications of potential incoming academies and successfully incorporate them into the Trust
- Identify further income generation opportunities for individual academies and for the Trust in general
- Provide education support to new schools and academies joining the Trust in the area
- Ensure effective relationships are maintained with key local partners including approved educational partners for the Trust, local authorities, higher education establishments, Ofsted and the Regional Commissioner

## Other educational and operational matters

- Contribute to the formulating and drafting of Trust-wide education and other Trust policies
- Maintain leading edge knowledge and understanding of effective school/academy improvement, with a focus on assessment, tracking and effective data analysis
- Ensure all budgets relevant to the post and the Hub back office support team are managed and monitored effectively and that resources are used efficiently
- Implement a cycle of meetings with the RSC, LA Directors of Education and other key individuals within the region

## Additional responsibilities

- Offer primary phase insight alongside the development of a relevant curriculum offer
- Contribute to the wider life of the Trust, its academies and its community through out of hours and partnership work
- Carry out any such duties as may be reasonably required by the Trust CEO
- Demonstrate commitment to British values, safeguarding and promoting the welfare of children, young people and vulnerable adults



# Person Specification

Attributes	All attributes are essential, unless indicated below as 'desirable'	How measured, e.g. application form (A), interview (I)
<b>Qualifications</b> Degree level qualification (or equivalent) Qualified teacher status Evidence of relevant CPD PGCE Masters level qualification (or equivalent)		A A A/I A A
<b>Experience</b> Strong record of educational leadership: raising standards, achieving outstanding results and having personal impact in both the primary and secondary phase / particularly in the primary phase Track record of leading successfully beyond a single institution – influencing and supporting other leaders to achieve success Experience of developing and delivering successful school/academy improvement programmes across institution Track record of achieving high levels of professional credibility with highly effective school/academy leaders and other leaders in education including those with a national profile Experience of working with a senior board to shape and implement an organisation's long term strategy and enable it to achieve its objectives Significant experience of working with partners including senior government and local government officials and teams to develop high quality, shared systems Experience of designing, tracking, monitoring, evaluating and reporting on systems capable of bringing about outstanding outcomes Experience of running a diverse organisation managing budgets, people and resources effectively Experience of project and programme management Experience of working with special schools	Desirable Desirable Desirable	A/I A/I A/I I A/I A/I A/I A/I A/I A/I A/I A/I

# Person Specification

<p><b>Skills, Ability, Knowledge (continued)</b></p> <p>Highly skilled at evaluating a school/academy and understanding what is required to generate improvement, with a proven aptitude for coaching, mentoring, challenging and supporting senior staff / leaders</p> <p>Able to demonstrate how the power of co-operation can lead to outstanding outcomes for children and young people</p> <p>Ability to prioritise, work efficiently and accurately, particularly under pressure, to deadlines and using own initiative</p> <p>Effective partnership working skills – able to build and draw on the strengths of others to generate outstanding results</p> <p>Skilled in developing a culture of outstanding performance and supporting improvements in standards, in teaching and learning and in behaviour</p> <p>Strong verbal and written communication skills, including excellent report writing skills</p> <p>Ability to interpret complex data</p> <p>Excellent interpersonal skills and emotional intelligence, with the ability to build strong working relationships with Trust Board members, local governors, headteachers/ Principals and approachable to academy staff at all levels</p> <p>Excellent IT skills, including the ability to use social media to enhance the Trust's reputation and improve the pupil/students' learning</p> <p>Knowledge and understanding of people, governance and budget management and financial system</p>		A/I
<p><b>Personal Qualities</b></p> <p>Highest levels of integrity and probity and a commitment to highest levels of effort, endeavour and focus on standards. Lead by example and be a model educational professional.</p> <p>A firm belief in the values and principles of the co-operative movement</p> <p>A strong commitment to the Trust and its strategic objectives</p> <p>A positive mindset and a good work companion at all times</p>		I



## Academies Trust

*Co-op Academies Trust is committed to equality of opportunity for all staff and applications from individuals are encouraged regardless of age, disability, sex, gender reassignment, sexual orientation, pregnancy and maternity, race, religion or belief and marriage or civil partnerships.*

*Co-op Academies Trust as an aware employer is committed to safeguarding and protecting the welfare of children and vulnerable adults as its number one priority. This commitment to robust recruitment, selection and induction procedures extends to organisations and services linked to the Trust on its behalf. This post is subject to an enhanced DBS check. We value variety and individual differences, and aim to create a culture, environment and practices at all levels which encompass acceptance, respect and inclusion. All our colleagues are expected to demonstrate a commitment to co-operative values and principles, and the Ways of Being Co-op.*