

ONE (Owl North East) Trust

c/o Throckley Primary School
Hexham Road
Newcastle upon Tyne
NE15 9DY



Trust Estates Manager

£46,142 - £49,282 per annum - Grade N9
2 days per week (0.4 FTE), all year round, permanent

We are seeking an experienced and proactive Estates Manager to lead the management and development of our estate across a growing Multi Academy Trust of 8 primary schools.

This is a key role within the Trust, combining strategic leadership and operational delivery, ensuring that all sites are safe, compliant, and fit for purpose. The successful candidate will play a vital role in shaping our estate for the future, including overseeing capital investment, CIF bids, and preparing for the transition of two PFI schools as contracts come to an end in the coming years.

Key Responsibilities

- Lead the delivery of the Trust's Estates Strategy across all schools
- Ensure full statutory compliance (H&S, fire, asbestos, water hygiene, etc.)
- Support school teams across multiple locations
- Oversee planned and reactive maintenance programmes
- Lead on procurement and management of contracts and service providers
- Take responsibility for Condition Improvement Fund (CIF) bids from identification through to submission and delivery
- Support and manage the transition of two PFI schools back to Trust control as contracts reach expiry
- Support in the management of estates budgets, ensuring value for money
- Oversee capital works, refurbishments, and improvement projects
- Drive sustainability and energy efficiency initiatives

About You

We are looking for someone who:

- Has strong experience managing estates across multiple sites
- Has a solid understanding of compliance and health & safety legislation
- Has experience of capital projects and/or CIF bids
- Is confident managing contractors, budgets, and competing priorities
- Can think strategically while remaining hands on when needed
- Ideally has an understanding of PFI arrangements or complex estates environments

Why Join Us?

- Opportunity to shape and influence estates strategy across a Trust
- Varied and rewarding role with both strategic and operational impact
- Supportive leadership team and collaborative working culture
- Opportunity to lead on major projects, including CIF funding and PFI transition

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Please note that written references may be taken up and made available to interviewers before the final selection stage; even if you indicate otherwise.

You will be based at ONE Trust central. At the request of the ONE Trust, you may be required to conduct your duties elsewhere. The Trust reserves the right to change your area of work, temporarily or otherwise, as may be required, subject to reasonable notice and prior consultation with you.

We would like to hear from those candidates who feel that they can demonstrate the characteristics and skills we are looking for and hold the relevant qualifications to meet the demands of this post.

ONE Trust is strongly committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Employment is subject to satisfactory enhanced disclosure from the Disclosure and Barring Service (DBS) and all candidates will be subject to online checks. You will be responsible for the safety and welfare of the children in your care in line with KCSIE 2025.

Application Details:

Applications can be completed using the DfE Teaching Vacancies portal.

Alternatively, you can visit the ONE Trust website (<https://www.onetrustacademies.org.uk/vacancies>) to download an application and send it to the ONE Trust office using these contact details:

Victoria Hanlon
Chief Financial Officer
ONE (Owl North East) Trust
Throckley Primary School
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Or emailed to info@onetrustacademies.org.uk

Closing date: 11 September 2026

Interviews: 16 September 2026

Interested candidates are **warmly invited to visit our ONE Trust central office and have an informal chat** about the role. Please contact Emma Hampton to book a visit or find out further information about the post. Phone: 0191 6052013.

