



Candidate Information Pack Finance Director



Introduction from our Chief Executive



Through a model of learning that creates a collaboration and partnership of inspirational and inclusive schools that share the same values, our Trust provides the drive for educational excellence and dynamic innovation. Our academies work closely and collaboratively together, along with our partners, aiming to deliver school to school improvement and exceptional learning experiences for both children and staff. It seeks to develop a 'family' of schools where communities are striving for excellence; where going that extra mile for all the children is part of the fabric. Strive4 is passionate that all children are able to achieve; it challenges the myths that only some can. To maximise the levels of achievement across each of our learning communities, all activities are focused on improving the life chances of the children in our care. The Trust believes, that in terms of learning, every second counts.

As of January 2023, our Trust comprises of two large Primary Schools, educating around 1,200 pupils, and employing over 150 talented staff. The Trust has partnerships with the Havering Education Services, Redbridge Education Partnership and the Best Practice Network and is currently delivering high quality CPD for those at the start of their careers right through to those looking for leadership progression through the National Professional Qualifications of Leadership. The Trust has ambitious plans for growth over the next 5 years which makes this an extremely exciting time to join our Trust.

We are now recruiting for the role of Finance Director to join our central services team. This is an exciting opportunity within our highly successful and financially sound, geographically local Trust. Our Trust combines management freedom for effective leaders with secure central support that encourages collaboration for success. We are looking for someone who is an experienced Manager that has managed diverse teams effectively, is a good communicator who can network with internal and external stakeholders to achieve the Trust's aim to make a lasting difference for our children, has knowledge and experience of working with high value budgets and has an excellent working practice of operational issues.

Our successful candidate will receive encouragement, support and guidance to develop their own career within the Trust. You will work with other highly skilled colleagues and a team of dedicated Trustees. This is a career enhancing opportunity and we look forward to hearing from professionals who are ready for their next step.

Thank you for your interest in Strive4 Academy Trust. We very much look forward to receiving your application.

Amanda Jennings, BA (Hons), PGCE, NPQH, NPQEL

CHIEF EXECUTIVE
Strive4 Academy Trust





Strive4 Academy Trust – Who we are

Strive4 Academy Trust is a non-profit making charitable company limited by guarantee, based within the London Borough of Redbridge, in North-East London. The Trust exists to support and assist schools to build upon their existing strengths and to help them achieve educational excellence. It has a proven track record of school development and transformation and significant experience in running schools. It includes both a sponsored academy and a school which has chosen to convert to academy status.

The Trust was formed in 2017 with the linking of Ray Lodge and Farnham Green under one Executive Headteacher. It encompasses over 1300 pupils in Woodford and Seven Kings.

Ambition & Aspiration – Shaping the Future

Our Principles of Excellence:

- Where all actions are taken with perception and moral discernment and all decisions are taken with **children at the centre**.
- A culture where **every second counts**; not a moment is wasted and one where every child can succeed.
- Where thoroughness and commitment to bespoke professional development for staff and aspirational life ambitions for children ensures that all are **empowered for excellence**.
- Where the **uniqueness of each academy** is encouraged and celebrated and where innovative curriculums reflect the values and ethos with the whole school community.
- Leadership with **vision and efficacy**; where collective expertise, accountability and financial efficiency adds value and leads to ever improving and aspirational outcomes for children.
- Where **excellence in teaching and learning** is a moral compulsion.

Advantages of being part of Strive4 Academy Trust:

- Substantial investment in cross-Trust initiatives to improve teaching and learning.
- Strong central services for finance, HR, IT, facilities and business functions.
- Innovative approaches to teacher recruitment and retention.
- Fast track development of leaders for promotion opportunities.
- Close collaboration between senior leaders across the Trust.
- High quality strategic governance with wide business and professional experience.
- Robust delivery models (as government policies, rules and measures change).

The Role

Position: Finance Director
Location: Strive4 Trust Head Office at Ray Lodge Primary School
Reports to: CEO
Contract: Permanent (1-year probationary period)
Working Pattern: Monday – Friday – 1-hour unpaid lunch
Salary: £50,000-£55,000 FTE

We are now recruiting for a Finance Director within a very successful multi-academy trust. It combines management freedom for effective leaders with secure central support. The Trust fully encourages collaboration for success.

As Finance Director within Strive4 Academy Trust, you will have the opportunity to make a real difference to the future lives of our children whilst developing your own professional skills and expertise. Joining our central service team will offer a wealth of opportunities, including personalised career development programmes, access to well-being support programmes, social activities in and around school and the chance to become part of an ambitious and supportive network of professionals.

You will already be a practitioner at a successful school with real ambition to improve the life chances of the pupils at our Primary School. We will expect the Finance Director to further enhance our uniquely positive culture where every child is expected to excel and where their progress is supported each step of the way.

Please contact us if you have:

- A proven track record in managing a finance function to the highest standard, constantly striving to seek improvements in processes.
- Strong interpersonal skills with the ability to engage with staff at all levels including Trustees.
- Strong IT skills and the ability to manage, interrogate and interpret data, with experience of managing and operating key financial systems.
- The ability to manage time, and a finance team, delegating as appropriate, multitasking and working to tight deadlines.

We can offer you:

- A competitive salary, along with well-being support programmes and access to our well-being service which includes access to a GP.
- An exciting career path with opportunities for further progression in the future.
- A personalised career development programme.
- Guidance and support on your journey from close collaboration with a small central team to a larger group of talented executives to share best practice and innovation.

The Responsibilities

Strive4 Academy is a highly successful multi-academy trust. Its model of education enables pupils to reach their full potential, transforming their lives and ultimately the communities in which they live.

- To work alongside the CEO and assist the schools leadership team to ensure that each of our schools meet their educational aims.
- Be central to budget negotiations, budgetary control and compliance.
- Take a lead role in the planning, development, design, organisation and monitoring of the finance, technology and premises functions within the Schools.
- To be responsible for leading and managing Academy finance & administrative staff.
- To establish commercial links with business that can generate educational benefits to students.
- To research and make recommendations regarding the strategic development of the Schools as a whole.
- This role requires the highest standards of professionalism at all times as well as high levels of literacy and numeracy.

Note: The postholder will be expected to comply with any reasonable request from the CEO to undertake work of a similar level that is not specified in this job description.



Person Specification

We seek to recruit talented individuals who can not only help to build the success of our schools but also people who are engaging and passionate about everything they do.

When we recruit, we look for specific experiences and qualities. However, we also value diversity because we recognise the importance of people bringing their own backgrounds, experiences, perspectives and ideas to the school and the Trust.

| | Essential | Desirable | Evidence |
|-------------------------------|---|--|----------------------------------|
| Qualification/Training | Level 4 IWFMM or equivalent qualification | Membership of a professional body such as ACCA or IFA | Application |
| | Evidence of continued professional development | | Application Interview |
| Experience | Several years' experience working in senior finance role within Schools or business environment | Several years' experience working in Schools or business environment at a management /Leadership level | Application Interview |
| | Extensive budgeting/accountancy experience | | Application Interview Test |
| Knowledge and Skills | Excellent numeracy/literacy skills | | Test |
| | Excellent understanding of double entry book-keeping and accountancy | | Test |
| | Full working knowledge of relevant policies/codes of practice/legislation | | Application Interview |
| | Ability to interpret advice/statute and to devise policy/practice in the light of these | | Interview Test |
| | Ability to manage a multi-disciplinary team effectively | | Application Interview |
| | Ability to relate well to children and adults | | Application Interview |

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| | Ability to persuade, motivate, negotiate and influence | | Interview |
| | Ability to self-evaluate learning needs and actively seek learning opportunities | | Application Interview |
| | Ability to priorities complex work and meet deadlines | | Application Interview |
| | Ability to communicate clearly | | Application Interview |
| | Ability to persuade through negotiation | | Interview |
| | Tenacity enabling even the most intractable of problems to be solved | | Application Interview |
| | Tact and diplomacy | | Interview |
| Integrity/Ethical Behaviour | Consistently honest; trusted by colleagues, parents, students and manager | | Interview |
| Cooperation/Teamwork | Works harmoniously with others | | Application Interview |
| | Responds positively to instructions and procedures | | Interview |
| | When appropriate facilitates discussions before decision-making process is complete | | Application Interview |
| | Treats all people with respect | | Application |
| Judgement | Makes sound decisions based on fact | | Application Interview |
| Efficiency and Effectiveness | Produces and completes work in a timely manner | | Application Interview |
| | Produces accurate, thorough, professional work | | Interview Test |
| | Does work right the first time | | Interview |

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| | Reduces Cost where possible | | Application Interview |
| | Demonstrates strong direction to customer service (students/parents) | | Application Interview |

Additional Information

On the basis that interested candidates will be keen to visit the school before making a formal application, you can arrange this by emailing our Recruitment Team at recruitment@strive4academy.co.uk

Please ensure you offer a range of dates when you are available in your initial email to ensure we can co-ordinate a visit that works for both you and the CEO.

Application and Selection Process

We are seeking to appoint the best possible candidate and therefore the application process will reflect this.

Please submit your application via email to recruitment@strive4academy.co.uk or by post to: Strive4 Academy Trust, Ray Lodge Primary School, Snakes Lane East, Woodford Green, IG8 7JQ.

If you are shortlisted, you will be asked to sign the application form upon arrival at the interview.

Application Closing Date: Tuesday 23rd April 2024 (midday)

Shortlisting: Wednesday 24th April 2024

Interview Date: Tuesday 30th April 2024

We will endeavour to notify the successful shortlisted candidates on **25/4/2024**. Information about the interview process and any necessary preparation will be circulated to all shortlisted candidates as soon as possible after this.

A screening test will take place on **Friday 26th April 2024**; successful candidates will be informed and invited to the next stage of the selection process.

The successful candidate will be contacted as soon as possible after the interview day and an offer will be made subject to references, contract, and an enhanced DBS check.

If you have any queries on any aspect of the application process or need additional information, please contact Charlotte at charlotte.gaspard@strive4academy.co.uk

The Academy is committed to safeguarding children and successful candidates will be subject to an Enhanced DBS check. Our commitment to safeguarding is underpinned by robust processes and checks which are in place across the Trust.

Thank you for your interest in joining Strive4 Academy Trust.

