

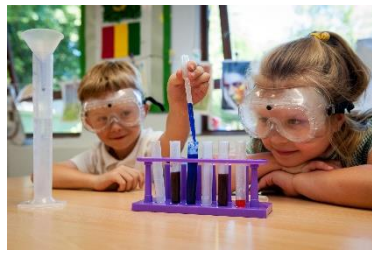


Durrington Multi Academy Trust is
seeking a

Chief Finance Officer



Welcome to Durrington Multi Trust



The Chief Finance Officer role is a newly created post. This is such an exciting time to join DMAT and we are looking to recruit an exceptional individual to join our team.

The successful applicant will work with our excellent Director of Finance to further shape the finance strategy and practice, in line with the Trust's strategic aims and objectives. This is a rare opportunity to influence and embed strategies within an organisation., helping to shape the future direction and sustainability of our trust.

The post is for 20 hours per week which can be flexible to suit the trust and individual.

The work will be extremely rewarding. All DMAT colleagues, regardless of their role are focused on ensuring every child gets the best possible education, whatever of their starting point. To achieve this, you need excellent staff who are happy in post and feel valued and motivated to help our children succeed. This makes the role very different to many other finance roles. Our decisions and strategy are value- led and always with our students and staff at the heart of our decisions.

To ensure your success within the role you will bring a wealth of knowledge and experience and be a qualified accountant or similar. You will enjoy working in a dynamic environment where no one day is the same. We work as a team and a willingness to 'muck in' and do what needs to be done, as well as the ability to manage your own continued development with alignment to DMAT's values and ethos is key. Our moral purpose underpins all that we do.

In return we offer a competitive salary and the unique opportunity to develop the role, with the potential to develop and expand this as the Trust grows. You will be part of a small, friendly, highly focused team, who are always looking to improve: Getting better never stops.

If you have questions prior to submitting an application please contact me via smarooney@dmat.education to arrange a call.



Sue Marooney MBE
CEO

The Role

Chief Finance Officer

Salary

Part time – 20 hours per week. Hours/days to be discussed, we can be flexible.

Term time only plus 5 days during school holidays.

Salary - £70,197 Pro – rata £33,566.

Responsible - CEO

Purpose of the role

The Chief Finance Officer (CFO) will provide high-quality leadership and management of the Trust's financial functions, ensuring efficient and effective operations that align with the Trust's vision, aims, and objectives. The CFO will be a key member of the Trust Central Team, working closely with the Board of Trustees, Chief Executive Officer (CEO), Director of Finance, Director of Operations and Headteachers. The CFO will demonstrate a commitment to keeping all children and young people safe.

Key responsibilities

Strategic Leadership

- Contribute to the strategic and operational leadership of the Trust, ensuring the achievement of its mission, vision, and strategy.
- Act as a strategic advisor on all financial matters, providing insight and advice derived from research, forecasting, evaluation, and data analysis.
- Lead the development and implementation of the Trust's finance strategies, policies and plans, ensuring alignment with the Trust's overarching strategy.

Financial Management

- Ensure sound financial governance and risk management arrangements are in place across the Trust.
- Maintain a secure overview of the management of all financial issues within the Trust.
- Prior to board submission sign off budgets, ensuring compliance with statutory requirements and the Academies Handbook.
- Develop and maintain effective management systems and processes for all accounting functions.
- Identify, report on, and monitor financial risks, implementing risk mitigation measures.
- Ensure the Trust's financial sustainability by providing efficient assistance to the CEO, the Board, and Headteachers
- Provide monthly budget reports for key stakeholders, to include close monitoring and then action where necessary

Reporting, compliance and stakeholder management

- In conjunction with the Finance Director establish and maintain strong working relationships with external parties, including the ESFA (replacement body), Charity Commission, HMRC, DfE, and external auditors.
- Communicate effectively with a range of Trust personnel, including the central team, Trustees, Local Governors, Headteachers, and Business Managers
- Ensure the accurate and timely preparation of management accounts, statutory accounts, and financial reports.
- Oversee the preparation and submission of statutory returns, including VAT, Corporation Tax, PAYE/NI, and pension scheme submissions.

Leadership

- Accountable for the overall performance of the finance team, ensuring high-quality, efficient, and effective support to our schools.
- Working closely with the Director of Finance to recruit, develop, and motivate team members, ensuring effective performance management and training opportunities.
- Continue to promote good financial management practices across the Trust.
- Ensure recommendations from external audits/ review are implemented.
- Travel to academies within the Trust and attend relevant meetings as required.
- Ensure our payroll provider and any other linked financial services provide excellent service and value for money.
- Review the Financial Scheme of delegation annually and provide the board with an annual report following the publishing of the Academies Handbook.

Financial Strategy and Planning:

- Develop and maintain a strategic financial plan, including multi-year budget plans for the Trust and its academies.
- Advise the CEO and the Board on financial strategy and the impact of their decisions.
- Identify and deliver cost savings and income generation opportunities.

What we can offer you

-Excellent working environment

-Access to a great EAP

-Join the Local Government Pension Scheme

Other

- The Trust is committed to equal opportunities for all.
- The successful candidate will be required to complete a satisfactory medical screening assessment and provide two satisfactory references, identity check and right to work.
- The terms and conditions are specified within the contract of employment.

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task needing to be undertaken may not be identified. The postholder will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified within this job description. Any such duties should not however substantially change the general character of the post.

Person Specification

Attributes	Essential	Desirable
Qualifications/ Training	<ul style="list-style-type: none"> Educated to degree level or equivalent with a recognised accountancy qualification (eg. ACCA, ACA,CIMA) 	
Skills/ Abilities	<ul style="list-style-type: none"> Strong knowledge of financial management, accounting principles, and statutory requirements. Excellent strategic planning, decision making, analytical, and problem-solving skills. Strong and successful leadership of teams. Effective communication and interpersonal skills. Excellent attention to detail and accuracy. Successful payroll experience. 	
Experience/ Knowledge	<ul style="list-style-type: none"> Proven experience and impact in a senior financial leadership role. 	<ul style="list-style-type: none"> Proven experience and impact in a senior financial leadership role within the education sector.
Additional attributes	<ul style="list-style-type: none"> Resilience and the ability to grow professionally and flexibly within a developing organisation The ability to remain calm under pressure and work to tight deadlines Portray a professional and approachable demeanour in relating to all members of the Trust community Show a high level of personal integrity with proven experience of handling sensitive situations with tact and diplomacy and with complete respect for confidentiality An inclusive team worker who can foster partnerships, work collaboratively across boundaries, and achieve performance and results through others. Willing to be accountable and to take personal responsibility for own actions 	

Safeguarding

Durrington Multi Academy Trust is committed to the safeguarding and wellbeing of all our students and staff. It is a core expectation of every member of staff to safeguard the wellbeing of every child and young person within the Trust. Staff are supported through regular training and are expected to adhere to the Trust's Safeguarding and Child Protection Policy at all times.

In addition to the statutory pre-employment checks, this appointment will be subject to an enhanced DBS check, a safeguarding background check and interview.

Durrington Multi Academy Trust is an equal opportunity employer and we welcome the unique contributions that everyone can bring to Durrington Multi Academy Trust in terms of education, opinions, culture, ethnicity, race, sex, gender identity and expressions, nation of origin, age, languages spoken, colour, religion, disability, sexual orientation and beliefs.

How to Apply

Applicants must complete the online application form and return it via the link, alongside a supporting statement (max. 2 pages A4 to include;

- Why you would like to be appointed to this role and work with DMAT
- How the impact and experiences you have had make you a strong candidate

All applications to be made via the following link;

https://form.jotform.com/Durrington_MAT/application-form-non-teaching-post

For any questions or to discuss the role further please contact on smarooney@dmateducation

If you have not heard within 10 days of submitting your application you will not have been shortlisted on this occasion.

We reserve the right to close the advert should an exceptional candidate present themselves before the closing date.

Durrington Multi Academy Trust

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