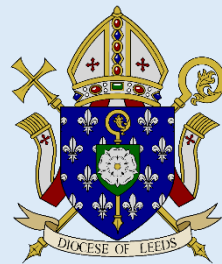


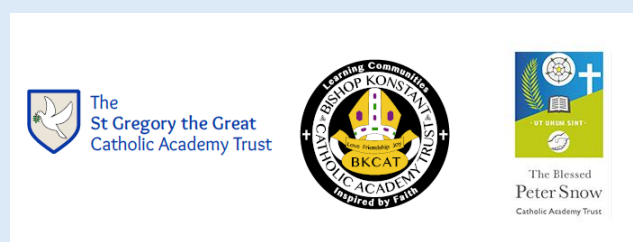


DIOCESE OF LEEDS

**Diocese of Leeds
Blessed Chiara Badano Catholic Education Trust
(CET2)
Chief Executive Officer (Designate)
Recruitment Pack**



A 'new' Trust incorporating





DIOCESE OF LEEDS

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Dear Applicant

On behalf of the Diocese of Leeds, I should like to thank you for your interest in considering the position of Chief Executive Officer (CEO) for the 'new' Blessed Chiara Badano Catholic Education Trust (BCBCET). This is one of two 'new' Catholic Education Trusts (CETs); the result of the reorganisation and merger of five existing Catholic Academy Trusts into two CETs.

This is an exciting opportunity presenting itself for an inspirational and experienced practising Catholic leader, ideally with experience of having grown a Catholic Trust/proven track record in developing and sustaining organisational improvements to join us in the creation and development of this new CET. In line with the Educational Vision of Bishop Marcus Stock (page 5), the 'new' CET2 will be one of two significantly larger CETs in the Diocese and one of the largest in the Yorkshire and Humber region. It will be the result of the merger of two and a half established Multi-Academy Trust Companies: The Bishop Konstant, Blessed Peter Snow and St Gregory the Great Catholic Academy Trusts. In due course there will be 13 Voluntary Aided schools joining the new CET. In total there will be six secondary schools, 37 primary schools and circa 14,500 pupils in a geographical area covering parts of Leeds, North Yorkshire, West Yorkshire and the East Riding alongside Wakefield, Kirklees, and Calderdale. The successful postholder will be an outstanding strategic leader, able to inspire others and have the expertise to develop and articulate the vision, values and ethos of this 'new' CET and empower others to do the same. They will be committed to preserving and protecting Catholic education, ensuring its strength, sustainability, and accessibility for generations to come.

The CET will be governed by the strong Board of Directors and an effective executive leadership team. The Board will provide support and challenge to ensure that excellence is achieved for all children, in a safe environment, allowing them to grow and flourish both spiritually and academically.

The CEO is accountable to the Board of Directors for the Catholic Life and Mission, school improvement and academic performance of all the schools within the strong and flourishing CET. Additionally, as Accounting Officer, the CEO is accountable for the financial health and probity of the CET and, as such, will oversee the line management of the Chief Finance Officer (CFO) and the centrally employed senior executive team.

Christ is at the centre of all that we do. We are therefore seeking a CEO who will ensure that our new CET builds on the strengths of our existing CMATs and Catholic families of schools. The successful candidate will have the expertise, vision and determination to make a positive difference to the lives of everyone in their communities to meet the demands of the Strong and Flourishing CET Framework (Appendix 1).

The CEO will work with the Board of Directors, Diocesan officers and the CET Strategy Group and Development Team alongside, executive leadership team, current CMAT leaders, school headteachers and governors in local academy councils, to establish the CET in preparation for a **starting date as soon as is possible from 01 September 2026**.

If you are a practising Catholic (Appendix 2 – Definition of a Practising Catholic) and consider you have the experience, skills, passion and drive to succeed in this role, we would be delighted to hear from you. I hope you find all the information to support your application within the pack and look forward to hearing from you.

For an informal and confidential discussion, please contact Kieron Flood, Director of Education by emailing education.admin@dioceseofleeds.org.uk

Kieron Flood
Director of Education, Diocese of Leeds





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Dear Applicant

Thank you for your interest in the role of Chief Executive of the new Blessed Chiara Badano Catholic Education Trust. We are delighted to introduce this opportunity at a particularly important and exciting moment in our journey.

This role arises from the coming together of three established and successful Catholic Multi Academy Trusts: Bishop Konstant Catholic Academy Trust, Blessed Peter Snow Catholic Academy Trust and St Gregory the Great Catholic Academy Trust. Each Trust has built a proud record of serving its schools and communities grounded in a deep commitment to our Catholic faith and a shared belief that every child deserves an excellent education and the opportunity to thrive. The merger offers a unique platform to build on the strong foundations already in place, while shaping a clear and ambitious future for all our schools.

As Chief Executive you will play a pivotal role in leading this next chapter. Working closely with the Board, school leaders and staff you will help unite the Trusts around a shared vision and culture, ensuring that the strengths of each organisation are respected while creating a single, coherent Trust which supports our children and young people to flourish.

The successful candidate will lead the development of a confident, collaborative and outward facing organisation, one that supports its schools to thrive, nurtures great leadership and teaching, and builds strong partnerships with communities and the wider education system.

You will ensure that the new Trust establishes a clear presence at both regional and national level, engaging with policymakers and other Trusts, particularly our Diocesan companion Trust, St Carlo Acutis. Through this you will help position Catholic education at the forefront of educational change and improvement.

We are looking for an exceptional strategic leader who shares our belief in the transformative power of education, someone with a vision to see what this organisation can become, the ability to bring people together to realise that vision, and the determination to deliver meaningful and lasting impact for young people.

For the right person, this is an opportunity to lead with purpose, inspire others and help shape the lives of thousands of children.

Thank you for your interest in this important role. We wish you every success with your application.

For further information or an informal, confidential discussion please contact:

Julie Noble
Chair
Bishop Konstant
Catholic Academy Trust
jnoble@bkcat.uk

Antonia Dorsey
Chair
Blessed Peter Snow
Catholic Academy Trust
a-dorsey@bpstrust.org.uk

Shaun Vickers
Chair
St Gregory the Great
Catholic Academy Trust
s.vickers@sgtqcat.org.uk





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Bishop Marcus' Vision for Catholic Education

Bishop Marcus Stock, Bishop of Leeds, set out his vision for Catholic education in the Diocese of Leeds in June 2024 in the letter below:



Vision for Education: Building and Sustaining Catholic Education in the Diocese of Leeds

One of the principal ecclesial and canonical duties of a diocesan Bishop is to safeguard the provision of Catholic education and Catholic schools in his Diocese, and to take the strategic decisions necessary to secure this.

In the attached communication, you will see that I have made the decision to move from our current model of five Multi-Academy Trusts to two larger Catholic Education Trusts. It has become clear to the Trustees, the Education Sub-committee and the Vicariate for Education that while our current trust model has many strengths, we also need to ensure that we are well placed to meet both current challenges and future opportunities.

In my role as the Chair of the Catholic Education Service, I am acutely aware of the pressures right across the education sector. I believe that with the formation of two larger Catholic Education Trusts, we will be able to build even greater resilience in our school system and significantly strengthen the provision and quality of Catholic education in the Diocese of Leeds.

We are fortunate to have Notre Dame Catholic Sixth Form College, St John's Catholic School for the Deaf and Leeds Trinity University within our Diocese, all of which have specific expertise in areas that can support the work of our Diocesan schools and colleges. With two large Catholic Education Trusts we will have the opportunity to develop a more strategic approach to these key partnerships.

I am immensely grateful to all of you, our clergy, directors, governors, leaders, staff and communities for the work which you do, and the service that you give, to the mission of the Catholic Church in education. I thank you for your collaboration with me and I ask you to continue to support our Vicariate for Education as its members work to realise this next stage in the vision for Catholic education within our Diocese.

Through our faith in the Lord Jesus Christ, we are guided by His light and sustained with His grace as we take the next steps on our journey together. I ask you to make these plans the subject of your prayers and to seek the Lord's blessing on all our endeavours.

✠ Marcus
Bishop of Leeds





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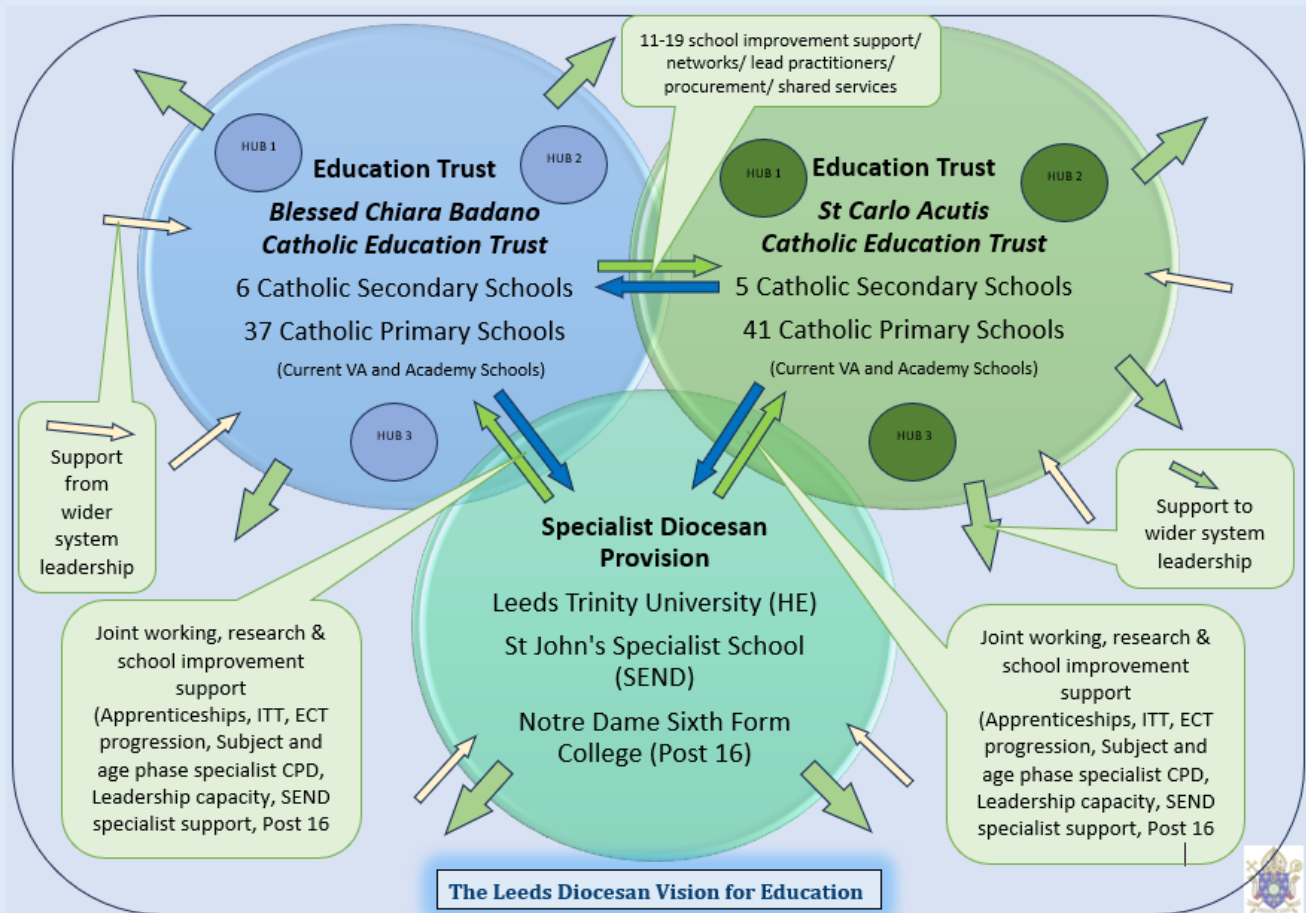
Guiding principles underpinning the Vision for Catholic Education in the Diocese of Leeds

- Prioritising and strengthening high-quality Catholic education through the development of larger and stronger CETs with a clear Mission which will provide greater capacity for school improvement, consistency across the Diocese and increased financial viability.
- Ensuring robust strategic diocesan oversight and accountability. Two Trust Boards (CET 1 & 2) would concentrate and draw on skills of existing and new directors, providing a stronger skills set to fully support and deliver the strategic objectives of the CETs and Diocese.
- Focusing on RISE priorities breaking the link between young people's backgrounds and their future successes. The CET model provides the opportunity for each of the two strong flourishing CETs together with the Specialist Diocesan Provision to demonstrate their support and complement the universal service for the national priorities of attainment, with a focus on English and maths; inclusive mainstream; reception-year quality and attendance.
- Nurturing continuity between the different stages of Catholic education through implementing effective transition strategies between all phases: nursery to primary to secondary to higher education.
- Achieving a balanced mixed economy of schools in all CET catchment areas where the new CETs are well matched to the needs of individual and groups of schools/pupils.
- Providing a strong and robust 3-19 school improvement strategy in each and between CETs to facilitate effective collaboration and, where necessary, rapid school improvement.
- Making CET boundaries coextensive with deaneries to foster local Church ownership/engagement.
- Financially, consolidating resources, utilising greater procurement efficiencies to provide stability and more effective support for schools, ensuring greater long-term financial viability.
- Providing opportunities for schools to work strategically at both CET and local level in areas of staff CPD and pupil personal development to promote aspiration among all staff and pupils.
- Strengthening opportunities for supporting the faith formation of young people and those who work in Diocesan schools.
- Ensuring that, guided by Catholic Social teaching, care of the vulnerable, positive attitudes to and high aspirations of disadvantaged communities and pupils remain a priority.
- Ensuring that educational standards in our schools are as good if not better than those in equivalent schools in the local area.





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This model illustrates the opportunity for the two strong flourishing Catholic Education Trusts, together with the Specialist Diocesan Provision, to effectively work together. Diocesan capacity and support are not only reflected in the academy schools, VA schools and CMATs but in the wider Diocesan Education Establishments which offer specific expertise and specialisms: Leeds Trinity, our Catholic University; St John's Specialist School, our Catholic specialist SEND school and Notre Dame, our Catholic Sixth Form College.

Across the Diocese the positive impact of the work being undertaken by the CMATs, academy schools, colleges and VA schools can be demonstrated. The collective impact of these organisations coming together under a one-Diocese model allows for greater opportunities. Using the expertise and learning from within the self-improving system, accessing networks (e.g. CST, CES, Formatio, Catholic CMAT Network, CoE CPD programmes, Regional and National Advisory Groups) and brokering appropriate support would maximise the outward facing capacity that could feed the wider education system.

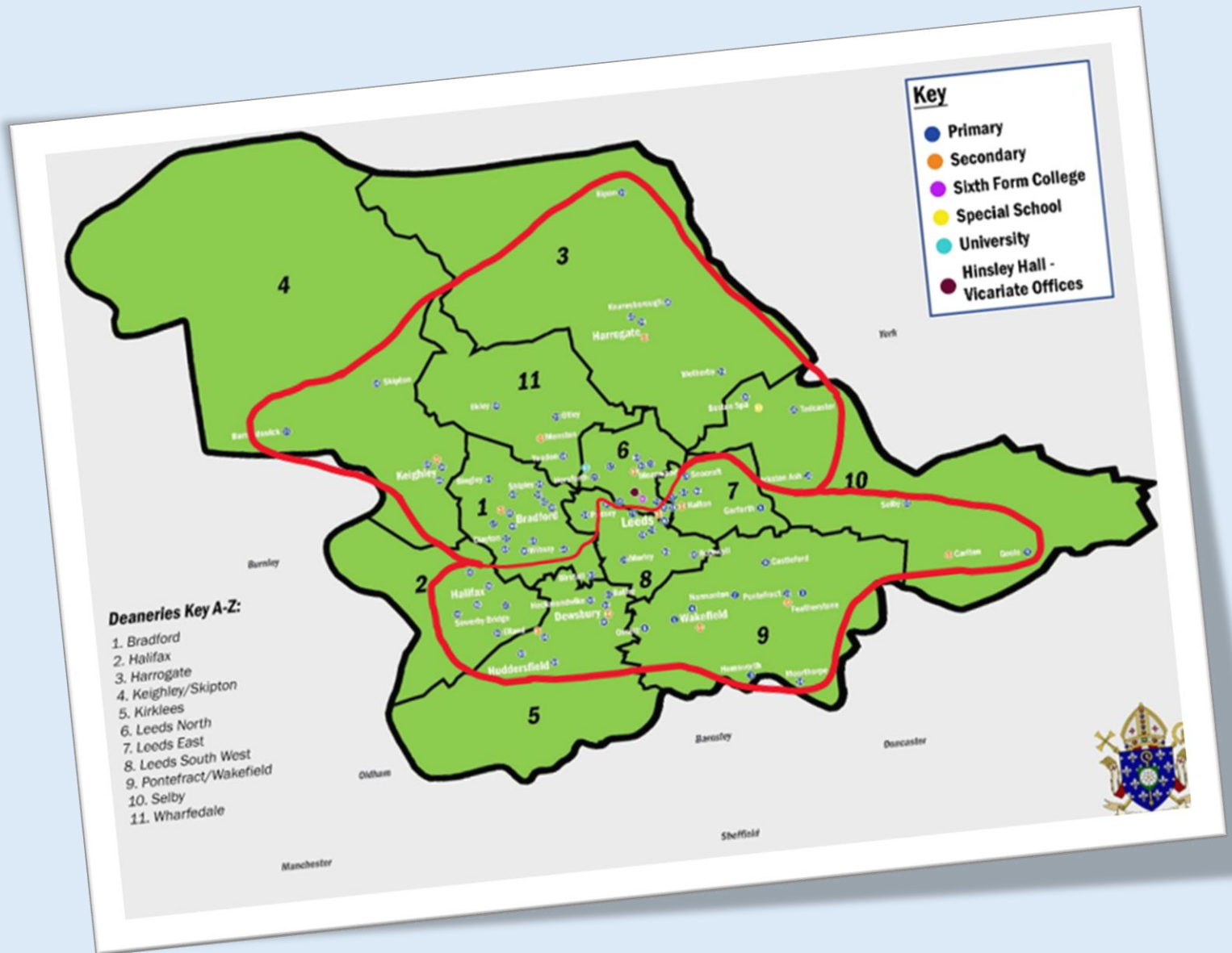
The 'new' CETs will provide the very best Catholic education, nurturing the hearts, minds, and souls of our pupils, staff and the parishes and communities they will serve. Each CET's performance will be reviewed against the Strong and Flourishing Catholic Multi-Academy Trust framework (Appendix 1). Reviewing performance against this framework will enable the CET2's Board and Executive Leaders to fully articulate their mission in Catholic education and provide an authentic Catholic education for all pupils.





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The geographical overview of the two 'new' Catholic Education Trusts





Chief Executive Officer (Designate) Blessed Chiara Badano Catholic Education Trust – a ‘new’ Trust

The Diocese of Leeds invite applications for this position, to commence **as soon as is possible after September 2026**. We are looking for an outstanding, dynamic, innovative and visionary Catholic servant leader to lead this new Trust of 43 schools by example and with wisdom. The successful candidate will, with a sense of hope and optimism, provide a strategic direction and educational leadership to take our schools forward into the future.

We want an inspirational leader who:

- is a practising Catholic;
- is passionate about improving the life chances of all children and young people;
- has proven leadership and management skills within diverse and complex organisations.
- has substantial experience in, and an understanding of, the education sector.
- has a proven successful track record of raising standards.
- will inspire, motivate, challenge, form and encourage staff.
- will enable every child to reach their highest potential;
- will nurture the spirituality and wellbeing of staff and the community.

We can offer:

- Dedicated staff working across the CET;
- Committed school leaders and staff in all our schools;
- Supportive and challenging CET Board Directors;
- Supportive relationships with the Diocese of Leeds;
- A strong support network and an environment that strongly encourages CPD and formation.

For an informal and confidential discussion, please contact Kieron Flood, Director of Education, by emailing education.admin@dioceseofleeds.org.uk

Closing Date: Monday 8th June 2026 by 4pm

Interview Dates: Thursday 18th and Friday 19th June

The BCBCET is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post will be subject to a satisfactory Enhanced Disclosure and Barring Service check.





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Our Schools

Catholic Academy Trusts and their schools to join the 'newly' formed Catholic Education Trust

CET2 Blessed Chiara Badano Catholic Education Trust

The Bishop Konstant Catholic Academy Trust

[English Martyrs Catholic Primary School, Wakefield](#)

[Holy Family and St Michael's Catholic Primary School, Pontefract](#)

[Sacred Heart Catholic Primary School, Hemsworth](#)

[St Austin's Catholic Primary School, Wakefield](#)

[St Benedict's Catholic Primary School, Garforth](#)

[St Ignatius Catholic Primary School, Ossett](#)

[St John Fisher Catholic Voluntary Academy, Dewsbury](#)

[St John the Baptist Catholic Primary School, Normanton](#)

[St Joseph's Catholic Primary School, Castleford](#)

[St Joseph's Catholic Primary School, Goole](#)

[St Joseph's Catholic Primary School, Moorthorpe](#)

[St Joseph's Catholic Primary School, Pontefract](#)

[St Mary's Catholic Primary School, Selby](#)

[St Thomas à Becket Catholic Secondary School, Wakefield](#)

[St Wilfrid's Catholic High School & Sixth Form, Featherstone](#)

Blessed Peter Snow Catholic Academy Trust

[Holy Spirit Catholic Primary Academy, Heckmondwike](#)

[Our Lady of Lourdes Catholic Primary Academy, Huddersfield](#)

[Sacred Heart Catholic Voluntary Academy, Sowerby Bridge](#)

[St Joseph's Catholic Primary Academy & Nursery, Brighouse](#)

[St Joseph's Catholic Primary Academy, Dewsbury](#)

[St Joseph's Catholic Primary Academy, Halifax](#)

[St Joseph's Catholic Primary Academy, Huddersfield](#)

[St Malachy's Catholic Primary Academy, Halifax](#)

[St Mary's Catholic Primary Academy, Batley](#)

[St Paulinus Catholic Primary Academy, Dewsbury](#)





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[St Mary's Catholic Primary Academy, Halifax](#)

[St Patrick's Catholic Primary Academy, Birstall](#)

[St Patrick's Catholic Primary Academy, Elland](#)

[St Patrick's Catholic Primary Academy, Huddersfield](#)

[St Gregory the Great Catholic Academy Trust](#)

[Corpus Christi Catholic College, Leeds](#)

Current VA schools that will be part of BCBCET after existing academies above have all transferred

[All Saints Catholic College, Huddersfield](#)

[Mount St Mary's Catholic High School, Leeds](#)

[Corpus Christi Catholic Primary School, Leeds](#)

[Holy Family Catholic Primary School, Leeds](#)

[Our Lady of Good Counsel Catholic Primary School, Leeds](#)

[St Anthony's Catholic Primary School, Beeston](#)

[St Francis Catholic Primary School, Morley](#)

[St Joseph's Catholic Primary School, Hunslet](#)

[St Mary's Catholic Primary School, Rothwell](#)

[St Nicholas Catholic Primary School, Leeds](#)

[St Patrick's Catholic Primary School, Leeds](#)

[St Philip's Catholic Primary School & Nursery, Middleton](#)

[St Theresa's Catholic Primary School, Leeds](#)

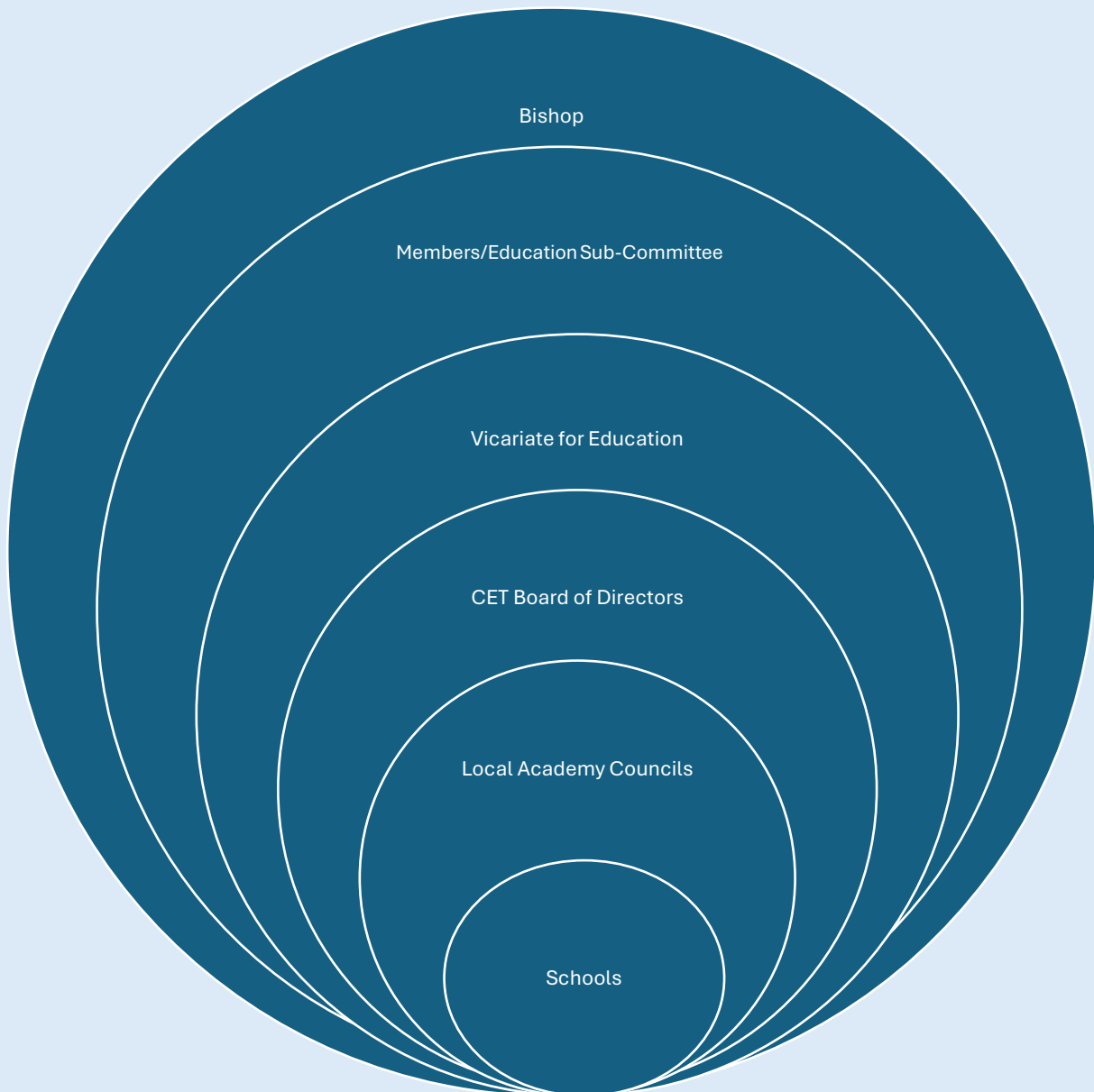
Pupil numbers circa: 14,500





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Governance Oversight in the 'new' CET Structure





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Blessed Chiara Badano Catholic Education Trust

CEO Job Description

Post Title: Chief Executive Officer and Accounting Officer

Salary: Competitive - to be confirmed on appointment

Reports to: The Blessed Chiara Badano Catholic Education Trust (BCBCET) Board of Directors

Job Purpose: To provide dynamic and strategic leadership to the CET. To undertake the responsibility of the Accounting Officer.

Main Duties/Responsibilities

1. To promote the Catholic vision of the Blessed Chiara Badano CET, ensuring this aligns with the Diocese of Leeds ethos and vision, and be able to present it to a wide range of audiences.
2. Uphold the Catholic life and mission of the Blessed Chiara Badano CET.
3. To follow, in line with the Articles of Association, Bishop's directives, diocesan protocols, strong and flourishing CET framework and Bishop's Memorandum, all directions and guidance issued by the Bishop of Leeds or his appointed representatives.
4. Hold and articulate Catholic doctrine, values and moral purpose, focused on providing a world-class Catholic education for all children and young people.
5. To safeguard and promote the welfare of children for whom you have responsibility or come into contact with, to include adhering to all specified procedures.
6. To be the strategic leader for the CET and, in so doing, build a resilient organisation capable of meeting future opportunities and challenges.
7. To provide Christ-centred motivational, inspirational, inclusive leadership at all levels.
8. To hold line management responsibility for the CETs Executive Leadership Team.
9. Working with the CETs Executive Leadership Team plan, lead and manage the appraisal cycle of the staff within the context of a people strategy that develops an inclusive and diverse workforce for the future. This includes the development of appropriate staffing structures to maintain resilience and high standards as well as the future supply of Catholic leaders.





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10. To ensure compliance with the requirements of the Master Funding Agreement and Supplemental Funding Agreements for the CET.
11. To ensure compliance with the CET's Scheme of Delegation
12. To provide dynamic and strategic direction and leadership for teaching and learning in the Trust, delivered through the executive leadership team, and principals/headteachers.
13. To be wholly accountable for all aspects of standards and governance across the CET and act as principal adviser to the CET Board of Directors on all areas of provision across the Trust.
14. To be the Accounting Officer for the CET, personally responsible for the propriety and regularity of the public finances.
15. Be proactive in addressing the priorities of the CET and take the lead on the CET strategic plan.
16. Be the main point of contact for the Vicariate for Education, Diocesan Director of Education, DfE, local authorities, and other key bodies in respect of all aspects of the CET.
17. Oversee the planning of the CET budget and the deployment of resources across the Trust to ensure best value and solvency.
18. Hold line management responsibility for the senior executive leadership team.
19. Act as an ambassador for the CET in developing partnerships and collaborations with other public sector organisations and stakeholders that promotes a positive profile of the Trust and enhanced offer for its pupils.
20. Take a leading strategic role in developing and delivering key plans and documents such as the Trust's long term strategic plan, evaluation against the framework, school self- evaluation and school improvement plans.
21. To lead the Trust in achieving excellence with a focus on continuous improvement and raising standards.
22. Be responsible for meeting the demands of changing legislation, new initiatives and changing practice.
23. Promote the status and the ethos of the CET with all stakeholders.
24. Build and maintain strong and effective relationships with the Vicariate for Education, the Diocesan Property Department, headteachers, parents, staff, pupils, directors, Regional Advisory Groups, associated organisations (e.g. Catholic Care and the Diocesan music department) governors and parishes across the Trust.
25. Undertake and promote external engagement at local, regional and national levels to include the DfE, CES, Regional Advisory Groups, the four Formatio Catholic Education hubs, the Confederation of School Trusts and wider system leadership. This will underpin strategic work across the CET.
26. Support the need for effective communication, both internal and external to the CET, including liaising with the local and national media when necessary, and in conjunction with the Diocesan Communications Officer.
27. Ensure equality of opportunity for all.





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28. The postholder must carry out their duties with full regard to the public sector equality duty in the terms of employment and service delivery to ensure that colleagues are treated, and services delivered, in a fair and consistent manner.
29. To comply with health and safety policy and systems, report any incidents / accidents / hazards and take a pro-active approach to health and safety matters in order to protect both yourself and others.
30. These duties are neither exclusive, nor exhaustive and the postholder will be required to undertake other duties and responsibilities which the Board of Directors may deem appropriate.

As the CET's work develops, there may be a need for adjustments to the role and responsibilities of the post. The duties specified above are, therefore, not to be regarded as either exclusive or exhaustive.

THIS POST REQUIRES AN ENHANCED DBS DISCLOSURE.

THE SUCCESSFUL APPLICANT WILL BE SUBJECT TO RELEVANT VETTING CHECKS BEFORE AN OFFER OF APPOINTMENT IS MADE.

THE APPLICANT MAY ALSO BE SUBJECT TO RECHECKING AS APPROPRIATE.





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Blessed Chiara Badano Catholic Education Trust

PERSON SPECIFICATION

Chief Executive Officer and Accounting Officer

Category	Essential	Desirable
1. Catholic Life and Mission/faith commitment	<ul style="list-style-type: none"> • A practising Catholic servant leader who is committed to the Diocesan vision, Bishop's directives, protocols and the use of the framework with the ability to articulate a clear philosophy for Catholic Education • Understanding of the distinctive nature of the flourishing, fully inclusive Catholic school, Catholic Education Trust (CET) and Catholic education in making Christ known to all people • Committed to the Catholic life and mission of the schools including through effective chaplaincy, and prayer and liturgy • Understanding of the CET's role in supporting a flourishing partnership with the parish and wider community and in promoting community cohesion 	<ul style="list-style-type: none"> • Evidence of participation in the faith life of the community • Experience as an effective CEO of a flourishing Catholic multi-academy trust • Evidence of successful inclusion for all God's children and young people
2. Qualifications	<ul style="list-style-type: none"> • Educated to degree level • Postgraduate/professional level qualification in education 	<ul style="list-style-type: none"> • Postgraduate/professional level qualification in educational leadership • Catholic Certificate of Religious Studies or equivalent • CEO development programmes • Ofsted/CSI inspection training





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Category	Essential	Desirable
3. Experience	<ul style="list-style-type: none"> • Significant school leadership experience gained in Catholic education through one of the following: <ul style="list-style-type: none"> ▪ School improvement or previous Trust CEO/Deputy CEO experience ▪ Senior leadership within a MAT ▪ Executive headship role ▪ Headteacher of a secondary school • Demonstrable leadership skills of stamina, personal flexibility, resilience, integrity and self-awareness • Evidence of enhancing the life chances of children and young people so they realise their potential • A proven record of excellent relationships with staff and governance • The ability to listen and act upon constructive feedback from stakeholders 	<ul style="list-style-type: none"> • Experience as an effective CEO of a flourishing Catholic multi-academy trust • Substantial, successful experience in leading and growing a multi-academy trust that is based on effective communication • Extensive successful experience of primary and secondary education • Teaching experience and senior school leadership in one or more schools • Development of a leadership style that is engaging, approachable, inclusive, motivating and adaptable to others • A strong track record of effective Board level working
4. Professional Development	<ul style="list-style-type: none"> • Evidence of continuing professional development and formation relating to MAT and school leadership, and curriculum/teaching and learning • Evidence of significant and ongoing professional development informing effective practice and building leadership capacity in the workforce 	<ul style="list-style-type: none"> • Evidence of continuing professional development and formation specifically relating to Catholic ethos, mission and religious education • Experience of working with other MATs/schools/organisations /agencies • Experience of leading/co-ordinating professional development and system leadership opportunities at scale • Ability to identify own learning needs and to support others in identifying their learning needs





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Category	Essential	Desirable
<p>5. Strategic Leadership</p>	<ul style="list-style-type: none"> • Ability to articulate and share a vision of Catholic education within the context of the mission of the Diocese of Leeds that is based on the principles of Catholic Social Teaching • Experience of leading change to deliver the vision and strategic objectives • Experience of developing senior leaders and confidently engaging with internal and external stakeholder • Evidence of having successfully translated vision into reality at MAT level through excellent relations with governance and school staff • Evidence of successful strategies for planning, implementing, monitoring and evaluating MAT/school improvement through the effective use of data • Ability to operate in a spirit of fraternity resulting in productive relationships with all stakeholders including directors, governing bodies and clergy that are built on trust and shared ownership • Knowledge of what constitutes quality in educational provision for all pupils • Understanding of the importance and balance of solidarity and subsidiarity • Understanding of, and commitment to, promoting and safeguarding the welfare of pupils 	<ul style="list-style-type: none"> • Knowledge and understanding of the role of governance in a Catholic context • Demonstrable experience working with a Board of Directors to provide strong strategic leadership, clear accountability and effective governance





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Category	Essential	Desirable
6. High Quality and Inclusive Education	<ul style="list-style-type: none"> • A secure understanding of the requirements of the National Curriculum and associated statutory requirements • Committed to inclusion and wellbeing including for those children with SEND, the disadvantaged and the marginalised • Successful experience in creating an effective learning environment and in developing and implementing policy and practice relating to behaviour management, wellbeing, mental health, attendance and inclusion • Knowledge of a range of successful teaching and learning strategies to meet the needs of all pupils, especially those with SEND and the disadvantaged/ marginalised • Understanding of the importance of adaptive and responsive teaching resulting in teachers feeling confident to teach all pupils • A secure understanding of assessment strategies and the use of assessment to inform the next stages of learning • Experience of effective monitoring and evaluation of teaching and learning • A track record of at least good outcomes for all pupils 	<ul style="list-style-type: none"> • A secure understanding of the requirements of the religious education directory • Understanding of successful teaching and learning in religious education across the key stages • Evidence of collaboration with other schools, MATs, local authorities, parishes, deaneries and dioceses
7. Catholic Workforce/School Improvement	<ul style="list-style-type: none"> • Evidence of leading an organisation in which people feel they belong and are supported • Ability to delegate work and support colleagues in undertaking responsibilities • Understanding of the importance of fostering a supportive working 	<ul style="list-style-type: none"> • Evidence of leading a flourishing culture of continuous improvement through a codified model of school improvement • Experience of establishing a culture that values innovation, creativity, openness and trust





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Category	Essential	Desirable
	<p>environment by managing staff workload, prioritising wellbeing and taking action to support all staff</p> <ul style="list-style-type: none"> • Successful involvement in staff recruitment/induction • Experience of performance management and supporting the continuing professional development and formation of colleagues • Committed to monitoring workload, wellbeing and staff formation and professional development 	<ul style="list-style-type: none"> • Demonstrable skills in conducting research to inform evidence base decision making • Evidence of promoting, forming, collaborating, and supporting staff to further the Catholic Life and Mission • Evidence of strategies being informed by a secure understanding of the views/needs of pupils/parents/carers/staff, parishes and the wider community • Evidence of leading a knowledge-building organisation • Evidence of leading organisational change where collaboration with and support for stakeholders remains central
8. Finance and Operations	<ul style="list-style-type: none"> • Evidence of the effective use of finances and resources to enable a MAT to achieve its mission and educational priorities • Evidence of budget planning and resource deployment to achieve an ethical, effective and efficient use of resources • Evidence of the successful use of financial data and intelligence in overseeing a stable, accurate and sustainable long-term financial strategy • Evidence of a clear approach to delivering value for money through effective budgeting and risk management • Understanding of the importance of a capital strategy, which includes the buildings, digital infrastructure and technology • Evidence of the successful implementation of policies and 	<ul style="list-style-type: none"> • Evidence of successful strategies to ensure all pupils move from a Catholic primary to a Catholic secondary school • Experience of managing significant budgets and ensuring compliance with DfE requirements





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Category	Essential	Desirable
	robust processes to minimise risk of fraud, data breaches and financial mismanagement	

NOTE:

- Directors/Advisory Group members are advised to focus on determining whether the candidates meet the requirements in relation to the eight broad categories, rather than in relation to the individual criteria that are used to illustrate them.
- The criteria may be evidenced across a broad continuum, ranging from evidence that is minimal through to evidence that is substantial and secure.
- It is expected that evidence of meeting these criteria will be gathered from scrutinising the candidate's application and observing all the various aspects of the selection process.





Terms and Conditions of Employment

Catholic ethos	In carrying out your duties you shall have regard to the Catholic nature of your employment, and you shall not do anything in connection with your employment that is in any way contrary or prejudicial to Catholic principles of morality or practice or which might bring either the Catholic Church in general, or the Diocese, or the CET, into disrepute.
Salary Grade	Competitive - to be confirmed on appointment
Place of work	Visibility is central to this role. Therefore, you will be required to work in the central team office and visit schools as required as well as having the flexibility to ensure that the role is carried out effectively.
Working Hours	You will be expected to work the hours to meet the demands of the post. It is recognised there will be fluctuations with this work especially during school term time.
Holidays	Your holiday entitlement will be negotiated. Any holidays must be taken during school holiday periods.
Payment	Staff are paid monthly in arrears by credit transfer. There will be an annual review of salary linked to performance. The annual review will be undertaken in line with the requirements in the Academy Trust Handbook and the new Trust Pay Policy. Notice: Your notice period will be 6 months.
Pension	You will be automatically enrolled on either the Local Government Pension scheme or the Teachers' Pension Scheme depending on your current pension plan.
General	<p>The successful candidate will be required to complete a medical form.</p> <p>The successful candidate will be required to provide proof of eligibility to work in Great Britain in accordance with the Asylum and Immigration Act 1996, before employment may commence.</p> <p>An enhanced disclosure from the Disclosure and Barring Service will be requested in the event of a successful application.</p>





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Statement on Equal Opportunities in Employment

The Blessed Chiara Badano Catholic Education Trust is committed to ensuring that matters concerning appointments, including promotions, are dealt with in a fair and just manner.

The panel believe that the principle of equal opportunity in selection is consistent with social justice and good personnel practice. This is in keeping with our Catholic aim to recognise the dignity and worth of all who work or apply to work in our organisations.

Our selection processes aim to select the best applicant assessed against the criteria for the post. We are subject to the law of the land and acknowledge our commitment to conducting our affairs in accordance with the law.

The Catholic community maintains schools which have, as part of their character, a duty to provide religious education and a requirement that those schools be conducted in accordance with the rites, practices and traditions of the Roman Catholic faith.

Safeguarding Statement

The Blessed Chiara Badano Catholic Education Trust is committed to safeguarding and promoting the welfare of children and young people along with staff and volunteers who support the provision of flourishing Catholic education in our schools. This postholder will be subject to a satisfactory Enhanced Disclosure and Barring Service check, confirming that they are not on the children's barred list, which lists individuals who are not allowed to work with children. This check will also include confirmation that you are not prohibited or restricted from taking part in the management of an education setting including schools, academies, and free schools (known as a Section 128 check).

All relevant vetting checks will be undertaken before an offer of appointment is made. The Blessed Chiara Badano Catholic Education Trust reserves the right to conduct additional checks as appropriate.





Equality Act 2010 – Reasonable Adjustments Statement

We understand that some disabled applicants may, due to the nature of their disability, find some parts of the recruitment process challenging. We aim to ensure that all applicants are provided with the same opportunities during the recruitment process and, to that end, we strive to comply with the duties placed upon us to make reasonable adjustments as prescribed by the Equality Act 2010.

Should you have a disability and require a particular adjustment to be made to allow you to fully participate in the recruitment process, please ensure that this is made known to the person identified in the Invitation to Interview Letter when confirming your availability to attend interview. Our duty to make reasonable adjustments only applies where we know about, or ought reasonably to know about, your disability so it is important that you provide this information to us.

Below is a non-exhaustive list of some of the types of adjustments that we may make to ensure that the recruitment process is fair to all applicants, if it is reasonable to do so in all the circumstances:

- Modification to Documentation – this may include providing documents in large print, in Braille format or in audio format and/or providing oral instruction on documentation for those applicants with a learning disability;
- Modification of procedures for testing and/or assessment – this may include allowing an applicant to provide oral answers as opposed to written where the applicant has, for example, a disability which affects their manual dexterity. Conversely, an oral test may be completed in writing where the applicant has a disability which affects their speech;
- Provision of a Reader for a visually impaired applicant;
- Provision of Auxiliary Aids – for example, a person to guide a visually impaired applicant around the interview venue;
- Provision of special equipment – for example, adapted keyboards for applicants whose disability may affect their manual dexterity and/or large screen computers for applicants with visual impairments;
- Provision of a Sign Language Interpreter for an applicant with a hearing impairment;
- Provision of vehicle parking as proximate to the interview venue as reasonably practicable for an applicant with a mobility impairment;
- Modification of interview premises – for example, in order to ensure that an applicant who uses a wheelchair can gain access to the building where the interview is being held, the school / academy / college may consider using ramps, holding interviews on the ground floor (if there is no adequate lift), considering the placement of furniture and rearranging if necessary etc.

