



Director of Operations SHARE Multi Academy Trust Highly Competitive Salary

Due to retirement of the current postholder, the Board of Directors is seeking to appoint a Director of Operations. This is an excellent opportunity to join a growing and highly successful trust, to help lead us in the next stage of our development. The successful candidate will work closely with the Chief Executive Officer and the board, to lead on the trust's key support functions, overseeing Premises & Compliance, Human Resources & Payroll, Governance and ICT in order to help us achieve our strategic objectives.

The Director of Operations will ensure the trust's resources are managed effectively to provide the best quality environment for our pupils and colleagues. The postholder will support the board in identifying and managing strategic risks, to help the trust thrive regardless of external factors.

The ideal candidate will:-

- be educated to degree level **or** have substantial equivalent level of relevant work experience;
- have experience of undertaking business analysis, managing and supporting business improvement;
- have sound experience of human resource matters, procurement of contracts and services and experience and understanding of strategic risk management;
- be an effective leader and communicator;
- demonstrate proactivity, influence, honesty and possess strong communication skills.

At SHARE MAT, we aim to:-

- equip our staff to deliver their best every day, our belief is that '**Valuing People, Supporting Personal Best**' is the key;
- provide a safe, attractive and stimulating learning environment for every learner;
- ensure each academy will be financially robust, able to withstand future funding pressures;
- ensure our pupils have access to the best learning resources available.

We offer a generous benefits and training package. We believe in investing and supporting our staff, as well as giving people ownership of their responsibilities. This is a role in which you will get the chance to thrive.

The central services team is based at Shelley College, which is located within the beautiful surroundings of nearby Shelley village with panoramic views of Emley and the Holme Valley.

Due to the safer recruitment requirements for staff working in education, we cannot accept CVs. Please apply by downloading the application form from the vacancies page of the SHARE MAT website. [Share Multi Academy Trust - Vacancies \(sharemat.org\)](https://www.sharemat.org)



Closing Date is **Monday 20th March 2023 at 9am**

Interviews will take place at Shelley College on **Thursday 30th March 2023**

SHARE MAT is committed to the Equalities Act 2010 and also to promoting the welfare and safeguarding of children and young people, by adhering to the “Keeping Children Safe in Education” guidance. All staff and volunteers are regularly trained regarding our expectations in keeping our students safe. An enhanced DBS is required for every post.

SHARE MAT comprises of Woodside Green Primary, Heaton Avenue Primary, Luck Lane Primary, Millbridge Primary, Royds Hall Academy, Shelley College, Whitcliffe Mount School and Thornhill Community Academy. A central team provides operational support.

