



Academy for Character and Excellence

Excellence through Cultivating Character, Sharing Talents and Pursuing Innovation

Trust Finance Manager

**Based at Totnes St John's C of E Primary, Totnes
NJC Devon Grade H (SCP 34 – 38). Actual Salary £36,876 - £40,760
37 hours per week / 52 weeks per year**

The Academy was formed in June 2016 and now has five Primary Schools and two Preschools making up our exciting and innovative Trust. Our aim is to achieve excellence through cultivating character and this emphasis on excellence has resulted in pupils in each school being determined to achieve their very best, which is reflected in our results.

The Academy for Character and Excellence believes in 'Personal Growth for All' and our shared outcomes are rooted in excellence and each of our five schools are committed to a strong ethos and culture. Our five schools in our trust work together to ensure that we translate our vision of excellence into every day practice

We are a mixed MAT and have three church schools within our Trust. This leads to a full and rich curriculum where our values and ethos run deep within our schools and within our Church schools allowing everyone to flourish together in God's loving arms.

As part of our dedicated and hard-working team we are seeking to appoint an outstanding, experienced Finance Manager, who is committed to excellence, inspired to furthering their career and will be able to contribute to the strategic direction of our Trust.

We are looking for exceptional candidates who:

- Will act as the Trust's Principal Finance Officer (as described in the Academies Financial Handbook).
- Will be responsible for the provision of financial advice, both operational and strategic, to the CEO and the Trust board.
- Will accurately manage all accounting records, ensuring that financial records are compliant with internal procedures and statutory (including Department for Education and HM Treasury), tax and regulatory requirements and statutory reporting.
- Will lead on budgeting and forecast planning process and production.
- Can manage and supervise finance team members.

Interested? If you feel you want to join a trust with a very supportive and highly skilled team and if you can inspire others and enable them to reach their full potential, then please send in your application. We offer excellent opportunities and development for all our staff throughout their careers.

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. An enhanced DBS clearance is required for this post.

For further information please email Mrs Katie Metherell, Trust HR Officer on katie.metherell@acexcellence.co.uk

An application form is available to download either from Devon Jobs, our website <http://www.acexcellence.co.uk/Job-Vacancies> or by emailing Katie Metherell. Applications must be completed and emailed to recruitment@acexcellence.co.uk and returned by 5pm on Sunday 15th December 2019. Interviews will take place on Thursday 19th December.

