

Post Title	Director of Transformation
JD Ref No	
Responsible To	Chief Executive

Purpose	<p>The Director of Transformation is a senior executive role combining strategic financial leadership with comprehensive operational management across the Multi Academy Trust (MAT).</p> <p>Responsibilities will include driving transformation outputs in alignment with our vision and values. You will also provide strategic oversight in driving efficiencies, bringing an innovative and commercial mindset to the management of the Trust.</p> <p>This position reports directly to the Chief Executive and serves as a key member of the senior team, ensuring financial sustainability, operational excellence, and strategic resource planning across all academies within the trust.</p> <p>The postholder holds strategic accountability for shaping, embedding, and sustaining a high-performing, values-driven culture across the Multi Academy Trust (MAT).</p>
Strategic Operational Responsibility	<p>To provide direct leadership and line management to the Trust Services, enhancing levels of service and cost effectiveness.</p> <p>Oversight of all centralised Trust Services including Finance & Procurement, HR, Operations, IT, Media, Estates, and compliance functions.</p> <p>Leading the Executive and Management Team, with direct reports:</p> <ul style="list-style-type: none"> • Director of Finance / CFO • Head of HR • Head of Operations • Head of IT Services • Marketing and Communications Manager <p>Oversight of the Executive and Management team in the development and delivery of functional strategies and plans.</p>
Principal Accountabilities	<ul style="list-style-type: none"> • To visibly and successfully drive transformational change across CET. • Lead and support change through business process transformation.

- To ensure the Trusts business model and resources (people, systems, and processes) are organised and operationalised to meet business objectives, deliver high-quality and timely customer services across all geographical Hub areas.
- To establish and operationalise the use of business metrics, cost of delivery metrics and service level agreements, etc at all stages of a product or process lifespan.
- To ensure the delivery model for high quality Professional Development for all Trust Services Support staff- create a culture for continual professional development.
- To maximise the use and impact of digital, AI and technology resources in delivering business outputs – establishing the Trust as a digital innovator in business operations and customer service delivery.
- To lead the articulation and embedding of the Trusts sustainability objectives into plans and performance management.
- To ensure the Trusts workforce, profile (as a Civic organisation), development, and talent pipeline is aligned to the operational and strategic needs of the Trust.
- To lead across all elements of the Trusts annual planning process, ensuring a co-ordinated approach, and timely delivery of information and outcomes.
- Executive oversight of a business and partnership framework for commercial activities.
- To be the central lead on commercial and legal negotiations.
- Executive responsibility and strategic oversight for subsidiary structures and operations and the business continuity plans.
- To motivate and inspire employees to align with the Trusts aims and priorities and to deliver excellent work in pursuit of those goals.

Additional Information

It is the Trust's intention that this job description is seen as a guide to the major areas and duties for which you will be accountable. However, the business requirements will inevitably change over time and the job description should be seen as a guide and not as a permanent, definitive or exhaustive statement.

	<p>As a Senior Post Holder, you will be expected to work flexibly in discharging duties. The normal working week is defined in the contract of employment but because of the nature of the post, you will be required to work flexibly and for such hours as are necessary to fulfil the responsibilities of the post.</p>
Safeguarding	<p>Cumbria Education Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.</p> <p>Applicants for all posts must be willing to undergo safeguarding screening appropriate to the post in accordance with Keeping Children Safe in Education.</p>

	Essential	Desirable
Qualifications/Training (Competencies)	<ul style="list-style-type: none"> Degree and post-graduate qualifications in relevant disciplines and/or leadership and management qualification with demonstrable CPD. Professional accounting qualification (ACA, ACCA, CIMA, or equivalent) 	<ul style="list-style-type: none"> Postgraduate qualification in education, business administration, finance, or related field Professional development in school business leadership or public sector finance Certification in change management methodologies (e.g., PRINCE2) Professional risk management qualification
Relevant Experience	<ul style="list-style-type: none"> Experience within a similar role as a senior executive combining strategic financial leadership with 	<ul style="list-style-type: none"> Experience with academy conversions, trust mergers, or organisational restructuring

	<p>comprehensive operational management.</p> <ul style="list-style-type: none"> • Extensive senior finance and operations leadership experience, preferably within education, public sector, or complex multi-site organisations • Experience of leading functions / departments with proven skills in leading aligning different requirements to the overall vision and purpose • Experience of leading large-scale transformational change programmes ensuring timely and budget compliant delivery within appropriate governance frameworks. • Experience with capital project management, estates development, and facilities management • Extensive experience in enterprise risk management, including risk frameworks, assessment methodologies, and governance structures 	<ul style="list-style-type: none"> • Previous experience in Multi Academy Trust or educational leadership roles • Experience as a Trustee in another MAT
	<ul style="list-style-type: none"> • Comprehensive understanding of how the sector is funded. • Understanding of regulatory compliance requirements, internal audit processes, and assurance frameworks • Strong understanding of academy trust governance, funding mechanisms, and regulatory frameworks 	<ul style="list-style-type: none"> • Knowledge of pension scheme administration and treasury management • Knowledge of digital transformation strategies and technology implementation in educational settings

	<ul style="list-style-type: none"> • Understanding of regulatory compliance requirements, internal audit processes, and assurance frameworks 	
Skills	<ul style="list-style-type: none"> • Exceptional communication and interpersonal skills, with the ability to engage and influence stakeholders across all levels of the Trust. • Proven engagement with corporate strategic matters as relating to business performance and sustainability. • Exceptional financial management, analytical, and operational capabilities • Strong leadership and team management skills across multiple disciplines • Advanced proficiency in financial systems, business intelligence tools, and operational management platforms • Strong project management capabilities with experience delivering complex, multi-phase initiatives • Advanced analytical skills for risk modelling, scenario planning, and impact assessment 	
Personal Attributes	<ul style="list-style-type: none"> • Excellent communication and stakeholder engagement abilities • Commitment to educational excellence and improving outcomes for all students 	

	<ul style="list-style-type: none">• Strong ethical standards with absolute integrity in both financial and operational management• Exceptional leadership presence with ability to inspire and motivate diverse teams• Resilience and adaptability in a dynamic, fast-paced educational environment• Collaborative approach with excellent relationship-building skills across all stakeholder groups• Creative mindset with focus on continuous improvement and efficiency• High level of discretion when handling sensitive financial and operational information• Strong attention to detail combined with strategic vision	
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<https://www.cumbriaeducationtrust.org/>