



Operations Team Vacancies



About the Trust

Wellspring is an established and growing Multi-Academy Trust with a difference. We operate 33 Primary, Secondary, Special and Alternative Academies across Yorkshire, Lincolnshire and the Humber. We are committed to making a difference to the lives and life chances of the young people and communities we serve.

Our Academies are vibrant, autonomous, community focused and highly successful. The Trust strives to be a diverse and inclusive place where we can ALL be ourselves.

At Wellspring, we have always talked about ethics and values as the heart of our culture. They have been our guiding lights. We have taken the harder path many times to remain true to them. Every member of the One Wellspring community is a custodian of our collective culture.

As the Trust continues to develop, our roles offer pathways for ambitious and dynamic individuals who are determined to make a difference. We value our people; collegial working at all levels is central to our culture. High quality induction training and ongoing professional development support are guaranteed. There will be a broad range of opportunities for you to realise your professional vision and ambitions within the Trust.

We are committed to equal opportunities and to promoting diversity. We want our people to reflect the diversity of our communities, and we welcome applications from people from all backgrounds, especially from under-represented groups, including those from Black, Asian and minority ethnic communities.

Are you a proactive problem-solver with a passion for operational excellence?

At Wellspring, we believe that the best teams aren't just hired—they are built around talent.



Summary of the Post

We are at an exciting juncture in the Trust's development. With 14 years of Making a Difference behind us, we are looking to our next era with great optimism.

Your Talent, Our Future: Shaping Operations Around You

- **Are you a high-performer who is not being challenged enough?**
- **Do you have strengths that are not been utilised in your current role?**
- **Are you looking for a role which will enable you to utilise your diverse skill set?**
- **Do you have a keen eye for detail, superb communication skills and an acumen for understanding the financial implications of operational decisions?**

We are seeking dynamic, forward-thinking individuals to join our Operations Team in roles that are uniquely flexible. Rather than fitting you into a rigid box, we are excited to shape these positions around the specific strengths, expertise, and ambitions of the successful candidates. We want to hear how your skills can drive our "OneWellspring" vision forward.

We are looking for individuals who have a proven track record in operations. Whether your expertise lies in Estates and Facilities Management, or you bring a high-level background in the Catering or Cleaning sectors, or experience in procurement, compliance and service delivery, we want to hear from people who are looking for an opportunity to progress and create a career path utilising their unique talents.

At Wellspring, we pride ourselves on being a flexible and open-minded organisation; we recognise that our existing team possesses a wealth of transferable skills, allowing us to flex our structure to accommodate the right talent.

If this sounds like an opportunity you'd like to explore further, tell us why you'd be a good fit to join our team and how you can add disproportionate value. We prioritise kindness, a willingness to learn, a hard-working attitude and a desire to make a difference.

When applying, we invite you to provide comprehensive details of your specific professional strengths and cross-functional experiences that you believe would bring value to our services. If you are a proactive professional who thrives on "active ownership" and is ready to help us drive consistency across our Operations, we want to hear how your skills can help us evolve. We will consider candidates with experience in:

- Demonstrable, sustained experience within a multi-site estate.
- Providing leadership and direction to Regional Managers and their dispersed teams
- Proven skills in project management
- Experience in facilities, health and safety or contract management
- Procurement experience.

Wellspring supports a vibrant, successful and inclusive community of Academies. We are in the process of building five new Special Free Schools by 2027 and are re-building and expanding three of our existing settings. We are in advanced dialogue with likeminded Schools exploring how a community such as Wellspring might aid their strategic development. Thus growth, adaptation and complexity are our lived reality.

The role of the Operations Team is designed to provide support and assurance to the Academies within our community.

Reporting to the Head of Services we have Trust Operations Manager to lead and manage Services Areas, such as; the Estates function, Cleaning Services, Catering Services and the Safety and Compliance function ensuring that safety and sustainability are at the core of what we do. As a key part of the Operations Team, each Service Lead will embed a consistent approach, streamlining processes and creating a OneWellspring culture across all academies, whilst contributing to discrete whole-Trust agendas.

The Director of Operations is responsible for many aspects of the effective operation of the Academy Trust, ensuring its activities and support services are properly aligned to provide stewardship, support and security to Wellspring's diverse, high performing and autonomous Academies.

The focus of the vacant role will be to work in close partnership with members of the Trust Operations Team, Academy Leaders and our regional support colleagues to deliver a range of operational and strategic initiatives. **Effective communications and relationships will be at the heart of this role, as will be a deep connection with our support hubs.**

These hubs are our support 'team around the Academy', a cross-functional team of technical professionals providing support services to Academy clusters. Their purpose is simple but vital... enable our Academies to make a difference through effective and culturally aligned professional advice, guidance and support.

We are seeking colleagues who can support and influence, support change and achieve results.

Their approach will be engaging, persuasive, considerate and agile. They will take key stakeholders along with them, ensuring transformational change and strategic alignment.

The ability to analyse, refine and communicate information and its context to senior leaders is an important facet of this role, as is the ability to actively form and nurture relationships – internally and externally – understanding the importance of active and transparent engagement.

We have vacant roles which require results focused and collaborative systems-thinkers, with a track record of success and a breadth of experience across a number of operational areas, and an affinity with the Trust's ethos, values and objectives.



Vacant roles include duties and responsibilities including:

- Representing Wellspring internally and externally.
- Supporting academy leaders and support staff across Trust support teams, enabling them to operate effectively. This may involve leading training, development and the completion of assurance exercises.
- Contribute to the Wellspring Assurance Framework, highlighting risk areas and supporting their management locally.
- Supporting new academy joiners to transition effectively into the Trust's processes and procedures.
- Working in partnership with academy and professional service colleagues to identify and deliver a portfolio of strategic initiatives in support of the Trust's ambitious vision.
- To champion sustainability across the Trust. Supporting the implementation of local and trust wide initiatives, projects and climate action plans to meet our vision for a sustainable future
- Supporting Academies with projects to enable them to achieve their vision for educational excellence.
- Ensuring internal and external audiences receive timely, informed and personalised communications.
- Connect and collaborate superbly with fellow team members, including the Catering Service, Cleaning Service, Estates Service, Trust Support team colleagues and Office Managers.

Other responsibilities will include:

- Support the management of critical incidents to timely resolution.
- Supporting an organisation-wide culture of health and safety excellence, including reporting and data analysis.
- Involvement with diverse projects and risk areas, coordinating progress and ensuring Trust objectives are met.

These duties represent a framework for the role. Other duties may be required, commensurate with the grade of the post.

You will have:

- Personal integrity and a commitment to the Nolan principles of public service.
- Experience across a range of operational areas.
- A commitment to professional development, both personally and in support of your peers and reports.
- The ability to think and plan strategically across a complex organisation.
- Excellent relational skills, building rapport and enjoying influence with a variety of stakeholders.
- Highly effective problem solving and decision-making skills, exercising professional initiative and creativity related to complex issues.
- An affinity with Wellspring's culture and purpose.



WELLSPRING

We Make A Difference

Applications

For an informal discussion, please contact Sarah Greenley, Head of Services s.greenley@wellspringacademies.org.uk

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| Duration of Posts: | Permanent |
| Work Commitment: | Full time 37.5 hours, 52 weeks per year |
| Start Date: | To be confirmed |
| Closing Date: | 31 March 2026 |
| Interview Date: | 15 April 2026 |
| Location: | Trust Wide |

Types of role and salary available:

Trust Operations Manager

Range £45593-£54885

Area Manager

Range £36455-£45525

Business Officer

Range £25510-28316

Further Information

Wellspring Academy Trust recognises that it has a statutory and moral duty towards safeguarding the welfare of children, young people and, if appropriate, vulnerable adults who participate in any Trust activities and expects all staff to share this commitment. An Enhanced DBS is required for this post.

If you are currently living overseas or have lived / worked overseas in the last five years please be aware that you will be required to provide an overseas criminal records check from the country / countries you have resided in, if you are the preferred candidate for the post.

Wellspring Trust

Digital Media Centre, County Way, Barnsley, South Yorkshire S70 2JW

T. 01226 720 742

E. info@wellspringacademies.org.uk

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