



Bishop Chadwick
Catholic Education Trust

MANAGEMENT ACCOUNTANT - VACANCY

Trust Central Team

Salary: Band 5 SCP 25 £ £36,363* (pay award pending).
*A Job Evaluation process is underway which this post is subject to.

Start Date: ASAP

Contract: 37 hours per week, Term Time plus 15 days
(as this is a South Tyneside post Term Time includes 5 CPD days)

Status: Permanent

Pattern: Monday – Thursday 8am – 4pm, Friday 8am – 3.30pm

Work Base: Evolve Business Centre, Cygnet Way, Houghton le Spring, DH4 5QY

Bishop Chadwick Catholic Education Trust is one of four Trusts in the Diocese of Hexham and Newcastle. The Trust includes five Secondary and twenty-five Primary Schools across South Tyneside, Sunderland and East Durham with a Central Team who support all schools.

The Finance Team is friendly team working in a fast-paced environment assisting schools in all finance related matters. We are looking for a highly organised, experienced and self-motivated Management Accountant to support Finance procedures across the Trust.

The Management Accountant will act as a key member of the Trust's central finance team, providing high-quality management accounting support across the Trust. The post holder will lead on the preparation of management accounts, forecasts and financial analysis, supporting effective financial control, governance and informed decision-making, while contributing to audit processes and continuous improvement of financial systems and reporting.

The successful candidate's main base will be the Trust Head Office. The role can be carried out following a hybrid model of three days in the office and two at home where diary commitments allow.

Bishop Chadwick Catholic Education Trust safeguards and protects its students and staff by being committed to respond in accordance with South Tyneside Child Protection Procedures. Enhanced DBS checks are mandatory for all school staff.

All application should be made via [BCCET Vacancy Portal](#) by 11th May 2026 by 12 Noon. For enquiries regarding this role, please contact Madeleine Hope, Chief Financial Officer at mhope@bccet.org.uk.

Interviews will be held on **TBC**

Electronic signatures will be accepted but candidates will be required to add a written signature to their application when circumstances allow.



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The position we are filling is exempt from the provisions of the Rehabilitation of Offenders Act and a satisfactory Enhanced DBS from the Disclosure and Barring Service is required as part of pre-employment checks. An online search will be completed for all shortlisted candidates.

Bishop Chadwick Catholic Education Trust is an equal opportunities employer, welcoming applications from all sections of the community. We are committed to safeguarding and promoting the welfare of young people and vulnerable adults and we expect staff and volunteers to share this commitment.