



Consilium
Academies

BUILD YOUR DREAM CAREER

Join our Team!



RECRUITMENT PACK

Head of Finance – Business Partnering

Central Office, Manchester or North East

EXCELLENCE AND EQUITY WITH INTEGRITY



Dear Candidate,

Thank you for your interest in the position of Head of Finance – Business Partnering at Consilium Academies.

At Consilium, we are on a mission to being an excellent trust with excellent schools – we would love you to join us in that mission.

We are a values driven trust and bring this to life every day though our commitment to excellence, equity and integrity.

We recognise the unique value of everyone, whether they are staff or students and are dedicated to ensuring that every member of our Trust reaches their full potential. To achieve this, we collaborate with stakeholders and external organisations to build relationships that enhance opportunities for all members across the Trust.

We have a commitment to ensure each and every staff member is supported to achieve their goals within their career and have the skills and development to flourish. This commitment is reflected in our Centre for Professional Learning, where colleagues have access to tailored training opportunities and resources to meet their specific needs.

We firmly believe that every student, regardless of their background deserves an excellent education and an equal opportunity to fulfil their potential. This vision guides us in creating an environment where every pupil can thrive.

As part of our Trust, our academies align with collective aims, including prioritising holistic development of pupils academically, socially and emotionally. We aim to instil a passion for lifelong learning and continual improvement among our academies, staff and students, empowering them to pursue their aspirations and ambitions. Our goal is to create a family of academies that is inclusive and embraces diversity, fostering a supportive community where all members feel inspired and empowered to succeed.

We look forward to your application, thank you for your interest in joining the Consilium family.

A handwritten signature in black ink, appearing to read 'M McCarthy'.

Mr Michael McCarthy
Chief Executive Officer of Consilium Academies.



Consilium Academies is a Multi-Academy Trust dedicated to Excellence and Equity with Integrity. Consisting of eight schools across three hubs in Salford, South Yorkshire, and the North East of England, our culture is built on support, guidance, capacity building, and fostering a collaborative approach to school improvement.

Our Trust is committed to the highest standards of curriculum, teaching, and learning, leading to excellent outcomes for our pupils. This commitment extends to our staff, with a focus on high-quality learning, professional development, and an uncompromising approach to support and growth.

Schools within the Trust are encouraged to engage in rigorous self-evaluation and take swift action to address any areas of underperformance, guided by our School Improvement Framework.

Our Key Areas of Focus:

- **Expert Knowledge:** We prioritise school-to-school support, fostering expert knowledge, and providing effective assistance to our schools.
- **Ambitious Curriculum:** Our schools share a common language for curriculum development, with a focus on Enriching Lives, Inspiring Ambitions, and embedding Equity, Diversity, and Inclusion throughout.
- **Effective Pedagogy:** Our research-focused approach seeks impactful teaching methods, a shared language for pedagogy, and developing partnerships with external experts.
- **Purposeful Practice:** We respect each school's identity while promoting a shared understanding of high-quality practice and staff development.
- **Rigorous Assessment & Intervention:** We implement evidence-based benchmarking and targeted support through Rapid Action Plans, maintaining a relentless focus on achieving strong outcomes for all students.
- **Rich Culture:** Guided by Excellence, Equity, and Integrity, we aim to identify, attract, develop, and retain expertise at all levels, ensuring our schools contribute to the Trust's success over time.

Led by our Chief Executive Officer, Michael McCarthy, our Central Team provides direct services, accountability, leadership, and management to our schools. We operate a strong partnership model, where our partner schools play a crucial role in the Trust's continual growth and development.

Our collaborative approach respects each school's individual identity, empowering them to focus on student achievement and success while being part of a supportive network committed to excellence.

BENEFITS



As a Trust, we want our staff to feel supported and valued. Whether you are a teacher or member of the support team, we want your work to have a positive impact on your health and wellbeing.



A CONTRIBUTORY PENSION SCHEME, MEANING WE'LL SAVE TOGETHER

34 DAYS ANNUAL LEAVE + BANK HOLIDAYS FOR SUPPORT STAFF (PRO-RATED FOR PART-TIME) & 36 HOUR WORKING WEEK FOR FULL-TIME SUPPORT STAFF



EMPLOYEE ASSISTANCE PROGRAM WITH ACCESS TO COUNSELLING AND CBT 24 HOURS A DAY, 7 DAYS A WEEK

A CPD OFFER FOR EVERY MEMBER OF STAFF; TO HELP YOU PERFORM AS WELL AS YOU CAN IN YOUR ROLE, TO HELP YOU REACH YOUR CAREER ASPIRATION



FREE MEMBERSHIP TO VIVUP. WITH HUNDREDS OF EXCLUSIVE OFFERS AND DISCOUNTS AVAILABLE ONLINE AND IN STORE.

ACCESS TO THE LEADING HOME ELECTRONICS LEASE SCHEME, EXCLUSIVE TO PUBLIC SECTOR EMPLOYEES



ENHANCED CONTRACTUAL SICK PAY IN LINE WITH THE BURGUNDY BOOK AND GREEN BOOK, PROTECTING YOU AND YOUR FAMILY

AUTOMATIC PAY PROGRESSION FOR ALL STAFF IN LINE WITH THEIR CURRENT GRADING STRUCTURE



JOB DESCRIPTION



JOB TITLE:	Head of Finance – Business Partnering
REPORTS TO:	Chief Finance Officer
CONTRACT	Permanent
WORKING PATTERN:	36 hours, All Year Round
GRADE:	NJC Grade 15 – SCP 44 - 46
ACTUAL SALARY:	£55,524 - £57,580

MAIN PURPOSE OF THE ROLE

The Head of Finance – Business Partnering, leads the Trust’s finance business partnering function and ensures academies and leaders are supported with high-quality financial insight, guidance and reporting to drive effective and sustainable decisions.

The Head of Finance – Business Partnering will oversee budgeting, forecasting, monthly performance reviews, internal reporting, analysis and insight, and ensure financial information is consistent, accurate, timely and aligned to Trust strategy.

The Head of Finance – Business Partnering will work closely with the Head of Finance – Accounting to support the production of monthly management accounts.

The Head of Finance – Business Partnering will work closely with the CFO to support strategic planning, growth, due diligence and long-term financial sustainability, reporting monthly to the Trust Leadership Team.

CORE RESPONSIBILITIES & TASKS

- Lead, manage and develop the Finance Business Partner team, setting objectives aligned to Trust strategy.
- Build strong relationships across academies and central teams and promote a collaborative, solutions-focused culture.
- Provide expert guidance, analysis, challenge and scenario planning to senior leaders, and deliver business partnering to your own allocated academies.
- Collaborate with the Education and HR teams on Integrated Curriculum Financial Planning.
- Lead on Identification and support opportunities to secure external funding.
- Lead on Trust wide procurement planning to maximise value for money and economies of scale.
- Ensure compliant procurement decisions and be responsible for the Trust contract register and regular review of contracts.
- Lead the delivery of the annual budget cycle for academies, ensuring engagement and accurate forecasts, staffing plans and financial records are accurate.
- Lead periodic budget reviews and present key findings to the CFO and the Trust Leadership Team.
- Lead on the development of scalable three-year plans and alignment between budgets and school improvement priorities.
- Produce reports for and attend Trust Board Committee meetings as required.
- Lead monthly reforecasting for the Trust. As a minimum this will include:
 - Maintain accurate budget and forecast figures within the Trust budgeting system, ensuring variances are tracked.
 - Produce monthly reports for budget holders, with commentary, to assist them in managing budgets and ensuring Academy financial performance is understood.
 - Ensure regular review of reports with Principals and budget holders to maintain accurate forecasts.
 - Run monthly payroll reconciliations, ensuring all variances are investigated and explained.
 - Produce monthly reforecast of budgets, with explanations of variances, for inclusion in management accounts.

- Ensure consistent, accurate reporting across academies and work with the Head of Finance – Accounting on consolidated reporting.
- Lead on the delivery of benchmarking analysis to support financial decision making across the trust.
- Support the CFO in financial due diligence for new schools/and or development of partnership opportunities.
- Lead onboarding of new schools into budgeting, reporting and partnership processes, train and support school and finance teams.
- Ensure compliance with Trust finance policies and compliance with procurement principles at academy level.
- Support accurate, timely financial returns to internal and external stakeholders and provide required information to auditors.
- Control and challenge budgetary expenditure, identifying opportunities / risks to prevent overspend.
- Support with the identification or related party transactions and non-compliance.
- Support the CFO in driving efficiency, sustainability and delivery of financial strategy.

CORPORATE RESPONSIBILITIES

- The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.
- To pursue and promote the achievement and integration of diversity and equality of opportunity throughout the Trust.
- To plan, monitor and review health and safety within areas of personal control.
- To participate in the Trust's Professional Development Review process and engage in continuous professional development and networking to ensure that professional skills and knowledge are up to date.
- To maintain high professional standards of attendance, punctuality, appearance, conduct and positive, courteous relations with students, parents, and colleagues

ADDITIONAL NOTES

- The job purpose and key statements remain indicative and by no means exclusive. Given the evolving needs of the Trust, flexibility among staff is very important. All staff may be required to undertake other such reasonable duties as may be required from time to time in line with the grade of their post.
- An Enhanced DBS Check will be requested on successful application to a position at the Trust.

PERSON SPECIFICATION



Training and Qualifications	Essential	Desirable
Clear evidence of qualification by experience	✓	
Full driving licence	✓	
Professional Qualification relating to Accounting of School Business Management.		✓
Skills and Knowledge	Essential	Desirable
Good working knowledge of principles and methods of financial control and reporting, and their adaption to various purposes	✓	
Knowledge and understanding of the Academy Trust Handbook and DfE financial requirements.	✓	
Understanding of financial systems within the education sector	✓	
Ability to problem solve both operational and strategic issues through a pragmatic and commercially sound approach.	✓	
Knowledge of company and charity legislation and reporting requirements		✓
Full driving licence and ability to travel to Trust sites	✓	
Understanding of the importance of confidentiality and an appreciation of the implications of GDPR	✓	
Ability to work flexibly to meet deadlines and respond to unplanned situations	✓	
Experience	Essential	Desirable
Proven track record of leading financial systems and controls, including budgeting and forecasting	✓	
Experience of managing and developing a team	✓	
Experience of personally delivering strategic support and advice to a senior leadership team	✓	
Experience of finance in the education sector, especially academies	✓	
Experience of consolidating finances across a multi-site organization	✓	
Evidence of financial management experience to support the day-to-day operation of an establishment/company within financial constraints.	✓	
Experience implementing Integrated Curriculum Financial Planning		✓
Experience of reporting to Senior Leadership and Trustees/Governors	✓	
Experience of income generation, including bid writing	✓	
English Fluency	Essential	Desirable
Possessing a relevant qualification for the role attained as part of education in the UK or full taught in English or Welsh by a recognized institution abroad	✓	
Passing an English or Welsh spoken language competency test or possessing a relevant spoken English qualification at CEFR Level B1 or above, taught in English by a recognized institution abroad.	✓	