

WORKING AT ALETHEIA ACADEMIES TRUST

Join our Team



For appointment of:
Director of People & Culture



Aletheia
Academies Trust

Welcome from the CEO

Thank you for your interest in Aletheia Academies Trust



Aletheia Academies Trust is a non-profit making charity whose vision is rooted in a determination to **improve the life chances of local children.**

Since our beginning, the Trust has adopted an operational model based upon the notion of a family of schools, understanding that like any family member, each school and each community that it serves is unique. Schools are encouraged to celebrate and explore this dimension; striving to follow the highly ethical vision of Aletheia.

The role of the Trust is to act in a parental capacity; to ensure that each school is well-supported and individual strengths are shared to improve the outcomes of all; to provide wider experiences to Trust pupils beyond the capabilities of any individual school; to develop and share staff expertise; to provide expert leadership and governance.

Aletheia has grown with devotion to a principle of geographical proximity; knowing, caring for, and understanding the areas we operate in are important to us. The Trust has grown from a single academy Trust into a multi-academy Trust comprising 2 nurseries, 12 primary schools, 2 secondary schools, 2 sixth-form provisions, and now 2 all-through schools. Most recently, we proudly opened Alkerden All-Through Academy to an initial co-hort of Year 7's, with the permanent site complete with a state-of-the-art community sports facility, opening in 2026.

Steve Carey

Chief Executive Officer

Why Aletheia Trust?

At Aletheia Academies Trust, we aim to provide an inclusive nature of high-quality leadership to deliver educational excellence.

At the heart of Aletheia is the belief in educational excellence and the belief that Aletheia is called to serve pupils, staff, parents and the local community, by providing places where everyone has the ability to develop and thrive intellectually, socially, culturally and spiritually.

Our growing family of academies give multiple possibilities for our staff to create a career that **improves the life chances of local children.**

We aspire to nurture and empower our staff so that we unlock the potential in every learner. Guided by a shared vision of excellence, we create inspiring environments that honour and celebrate the richness of diverse backgrounds, experiences, perspectives and ideas.

Aletheia is committed to sustaining high-quality academies as well as supporting those in need of specific improvement. Our focus is to provide school improvement services that draw on the wealth of practice from across our Trust, broaden the expertise available to schools through flexible working arrangements and increase our capacity to respond quickly to the needs of individual schools. Pedagogical excellence is at the heart of all we do, with a sustained focus on collaborative and mastery learning.



Our Schools

The Trust is a family of academies that provide an inclusive education from ages 3 years to 18 years throughout Kent; including nursery, primary, secondary, and sixth-form.



**Saint George's C of E
All-Through School**



**Shorne C of E
Primary School**



**St. Botolph's C of E
Primary School**



**Stone St. Mary's C of E
Primary School**



**Horton Kirby C of E
Primary School**



**Sutton-at-Hone C of E
Primary School**



**Rosherville C of E
Academy**



**Holy Trinity C of E
Primary School**



**Cliffe Woods
Primary School**



**Halling
Primary School**



**Sedley's C of E
Primary School**



**Ditton C of E
Junior School**



**Knole
Academy**



**Gravesend
Grammar School**



**Whitehill
Primary School & Nursery**



**Alkerden C of E
All-through Academy**

Staff Benefits

The 2024/2025 Aletheia wellbeing survey showed 71% of staff strongly agree that Aletheia is a great place to work.

We value every one of our employees and want to give back as much as we are able to, therefore we provide a range of perks and benefits as found below:



Trust-wide commitment to your ongoing Continuous Professional Development (CPD) including secondment opportunities.



Unlimited access for you and your family to 24/7 GP telephone consultations.



Enhanced annual leave allowance with term-time offerings.



Access to a wide array of discounts including Motorfinity, Kent Rewards and Blue Light Card.



Wellbeing support when you need it - with one-to-one counselling and physiotherapy sessions available through our Employee Assistance Programme, plus 24/7 wellbeing advice and support via our helpline.



Access to Local Government and Teachers' Pensions Schemes.



Free annual eye test for all staff (available through our simple claim process).

For a full range of what Aletheia Academies Trust offer, please scan:



Job Description

Job Title

Director of People & Culture

Location

Central Trust Office

Duration

Full Time, Permanent

Work Hours

37 hrs per week, AYR

Reporting to

CEO

Salary

Dependant on Experience

Pension

LGPS



About the Role

As a member of the Trust Executive Team, the Director of People and Culture will provide strategic leadership for all aspects of workforce planning, organisational culture, employee relations, talent development, wellbeing, reward, and inclusion across the Trust.

Reporting to the CEO, the postholder will lead the People and Culture function, ensuring the delivery of effective, compliant, and people-centered services that support educational excellence. Working closely with Executive Leaders, Headteachers, Trustees, Governors, and external stakeholders, they will foster a culture of high performance, accountability, inclusion, professional growth, and staff wellbeing.



Key Responsibilities

Strategic Leadership

- Act as the Trust's lead adviser on all people-related matters, providing strategic guidance to the CEO, Executive Team, Trustees, and school leaders.
- Develop and implement people and culture strategies aligned with Trust values, priorities, and growth ambitions.
- Lead workforce planning, succession planning, leadership development, recruitment, retention, and organisational change initiatives.
- Oversee restructures, transformation programmes, TUPE transfers, and workforce due diligence associated with Trust growth and school onboarding.
- Ensure people strategies contribute directly to school improvement and positive educational outcomes.

People Operations and Employee Relations

- Provide strategic oversight of HR operations, ensuring compliance with employment legislation, safeguarding requirements, safer recruitment practices, workforce data returns, and regulatory obligations.
- Lead on complex employee relations matters, including disciplinary, grievance, capability, absence management, safeguarding allegations, whistleblowing, and organisational change.
- Maintain and review HR policies and procedures to ensure legal compliance and best practice.
- Build effective partnerships with trade unions and employee representatives, promoting positive employee relations and meaningful consultation.
- Use workforce data, employee feedback, and performance metrics to drive continuous improvement, inform decision-making, and enhance employee experience.

Reward, Payroll and Benefits

- Lead the development and review of pay, reward, and benefits strategies, ensuring fairness, equity, affordability, and alignment with Trust objectives.
- Oversee salary review processes and provide strategic advice on remuneration, benchmarking, and reward practices.
- Work with the Chief Finance Officer to ensure effective oversight of payroll, pensions, and associated statutory requirements.





Culture, Wellbeing and Inclusion

- Lead Trust-wide strategies that promote staff wellbeing, inclusion, engagement, and a positive workplace culture.
- Develop and implement the Trust's Equality, Diversity and Inclusion strategy, embedding inclusive practices across the employee lifecycle.
- Champion staff voice, engagement surveys, and action planning to strengthen belonging, representation, and organisational effectiveness.
- Support leaders in creating inclusive, psychologically safe, and high-performing school environments.

Talent, Leadership and Professional Development

- Ensure the Trust attracts, develops, and retains high-quality staff through effective workforce planning and recruitment strategies.
- Lead senior recruitment processes and support robust, equitable selection practices.
- Develop leadership pathways, succession planning frameworks, and career development opportunities.
- Work collaboratively with School Improvement and CPD teams to oversee induction, onboarding, appraisal, apprenticeships, Initial Teacher Training, coaching, mentoring, and professional development programmes.

Governance, Compliance and Risk

- Provide regular reports and strategic updates to Trustees, committees, and Executive Leaders.
- Ensure compliance with employment, safeguarding, and education-sector legislation and regulations.
- Lead workforce-related risk management and support inspections, audits, and regulatory reviews.
- Ensure statutory workforce returns and reporting requirements are completed accurately and on time.

Leadership and Resource Management

- Lead and develop a high-performing People and Culture team, promoting accountability, collaboration, and continuous improvement.
- Build strong relationships with school leaders and staff across the Trust, ensuring consistent and high-quality HR support.
- Manage People and Culture and Central CPD budgets, supporting workforce financial planning and value-for-money service delivery.
- Monitor workforce metrics, staffing trends, recruitment costs, absence levels, and resource deployment across the Trust.

This job description is not exhaustive and may be modified in consultation with the post-holder to reflect the changing needs of the school and Trust.



"Staff responsible for each subject access high-quality training within the multi-academy Trust networks".

- Ofsted 2023

Person Specification

	Essential	Desirable
Qualifications and Experience		
• Degree-level qualification or equivalent experience	E	
• CIPD Level 7 qualification (or equivalent experience)	E	
• Evidence of continuing professional development	E	
• Coaching, leadership, or management qualification		D
• Experience within the education sector and/or a Multi-Academy Trust		D
• Significant senior-level HR/People leadership experience within a complex organisation	E	
• Proven experience leading organisational culture, workforce strategy, change programmes, and employee relations	E	
• Experience advising senior leaders, boards, or governing bodies	E	
• Strong knowledge of employment law, policy development, and compliance	E	
• Experience within schools, academies, the public sector, or a Multi-Academy Trust		D
• Experience supporting organisational growth, mergers, wellbeing, and inclusion initiatives		D
• Experience managing budgets and resources		D

Knowledge and Skills

- Strong knowledge of UK employment law, HR best practice, workforce planning, talent management, and organisational development.
- Understanding of safeguarding, safer recruitment, equality, diversity and inclusion principles, and change management.
- Excellent leadership, communication, influencing, and relationship-building skills.
- Strategic thinker with strong analytical, problem-solving, and decision-making abilities.
- Highly organised, resilient, and able to manage competing priorities effectively.
- Strong emotional intelligence and discretion when handling sensitive matters.
- Commitment to inclusion, collaboration, continuous improvement, and educational excellence.

All Essential Criteria

Why Join Us?

This is more than a leadership role – it is an opportunity to be part of a collaborative, forward-thinking team who are passionate about making a difference. You will:

- Work alongside exceptional colleagues across a supportive, values-driven Trust.
- Shape strategy and practice across multiple schools, directly influencing hundreds of children's lives.
- Have the freedom to innovate, lead change, and see the impact of your leadership at scale.
- Be part of a vibrant community committed to excellence, opportunity, and improving local life chances.

If you're excited by the prospect of leading beyond one school, building collaboration, and shaping brighter futures across communities, we'd love to hear from you.



How to Apply

If you are interested in this position and would like to have a more detailed conversation before making the decision to apply for the post, please contact:

The People and Culture Team
HR@aletheiastrust.org.uk
01474 531 495

To apply for this role, please visit MyNewTerm:
Apply Now



Contact Us

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