

Candidate Information Pack

Chief Finance and Operating Officer
Isle Education Trust



About IET

The Isle was created when local ancient settlers in North Lincolnshire combined their communities enabling individual inhabitants to live safely and thrive. Isle Education Trust is proud to have built itself on these foundations and is a community of schools who grew from the mutual recognition that by working together to build communities we can inspire each other to be excellent.

Isle Education Trust (IET) was formed when South Axholme Academy and Epworth Primary Academy became partners to support and develop excellence in the local education community. Soon after, the benefits of belonging to a wider community all working together with a common purpose attracted Coritani Academy to join the Trust.

Isle Education Trust is an education community, driven by the belief that individuals and communities flourish together when they

- are **respectful** of their communities and the individuals within them.
- work together to **inspire excellence** in one another in order to thrive.
- are **resilient** to challenges and dare to be excellent.

At Isle Education Trust each academy has its own mind-set which underpins all that they do. Our students are at the heart of everything we

do, and we aim to ensure every single one of them has the support and guidance they need in order to reach their full potential.

We believe that every individual matters – learners, staff, parents and governors. The Trust places equal emphasis on enjoying learning inside and outside of the classroom. We feel passionately that all students should have the opportunity to be involved in a broad range of activities, regardless of gender, background or religion. In this way students gain a breadth of experience to enable them to develop into highly sought after individuals in whatever route they take upon leaving the Trust.

IET is committed to supporting academies to achieve this goal by celebrating what is unique about each setting, whilst providing structures and mechanisms to reduce pressures on Principals and leaders by absorbing roles such as finance, HR, Estates Management, IT and other statutory obligations in to the IET Centralised Services team. As a result, Principals are able to devote their time and energy to managing teaching, learning and the quality of education within their academy so that it is the very best that it can be.

- We believe that we can *inspire excellence together* and are a place where *communities matter* and *individuals thrive*.





Welcome from the Chair of Trustees

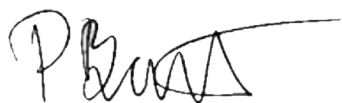
Dear Applicant

Thank you for your interest in the role of Chief Finance & Operating Officer at Isle Education Trust (IET).

IET is a small but ambitious and growing multiacademy trust, formed in 2013 and now comprising six academies: South Axholme Academy, Epworth Primary, Coritani Academy, Alkborough Primary Academy, Kirton Lindsey Primary Academy and Burton upon Stather Primary Academy. Our Trust was created to protect and strengthen local education for local communities, enabling likeminded people to work together to provide the very best support and opportunities for all.

As we continue to grow, this is a pivotal moment for IET. We are seeking a CF&OO who shares our vision and values—someone who is ready to play a central role in shaping the next phase of our development. This is an exciting opportunity to influence the strategic direction of a trust that is proud of its achievements and ambitious for its future.

We place great importance on supporting individuals and encouraging everyone to be the best they can be—students, staff, governors and leaders alike. If you share this commitment and want to make a meaningful impact across our family of academies, we would be delighted to receive your application.



Paul Barratt
Chair of Trustees
Isle Education Trust



Welcome from the CEO

Dear Prospective Colleague,

Thank you for considering joining Isle Education Trust at such a significant and exciting time in our journey.

Our vision—**Inspiring Excellence Together**—underpins everything we do. Excellence is not accidental; it is built through strong leadership, shared purpose and a culture rooted in our core values:

- **Respect** – demonstrated through honesty, consistency and care
- **Resilience** – shown in our commitment to excellence, even in challenging times
- **Inspiration** – created by individuals who lead by example and empower others to thrive

As our new Chief Finance & Operating Officer, you will play a crucial strategic role in shaping the systems, structures and culture that support our academies to flourish. This is a rare opportunity to influence the future of a trust that has recently grown and is preparing for further development. Your leadership will help ensure our operations, finances, governance and compliance frameworks are robust, forward-thinking and aligned with our values.

You will join a collaborative, supportive and ambitious central team where your expertise will be valued and your professional growth supported. Together, we will continue to build a trust where staff thrive, students succeed and communities feel proud of their schools.

If you believe in the power of strong operational and financial leadership to transform educational outcomes, we warmly invite you to apply.

Warm regards,

Sarah Sprack
CEO, Isle Education Trust



Job Description

Job Title	Chief Finance and Operating Officer (CF&OO)
Salary	£65,000 to £74,000 depending on experience
Job Details	37 hours per week/full year Full time Permanent
Location	Isle Education Trust Central Office
Required	1 June 2026 or asap after this
Application Close	09:00 Friday 27 February 2026
Interview Dates	tbc

Job Purpose

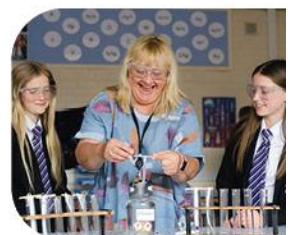
This is a senior executive role at the heart of Isle Education Trust's strategic leadership. As CF&OO, you will provide vision, direction and operational excellence across finance, estates, governance, compliance, risk, HR and wider trust operations.

You will work closely with the CEO, Trustees and senior leaders to ensure the Trust's resources, systems and infrastructure enable high quality education across all academies. As IET continues to grow, you will have a unique opportunity to shape the Trust's future—designing and embedding the operational and financial frameworks that will support sustainable expansion.

Your leadership will ensure that:

- The Trust's financial strategy is robust, future focused and aligned with our educational priorities
- Operational systems are efficient, compliant and supportive of high-quality teaching and learning
- Governance and assurance structures are strong, transparent and effective
- Risk management is proactive and embedded across the organisation
- Our values—Respect, Resilience and Inspiration—are reflected in every aspect of Trust operations

This role is based at the Trust's Head Office in Epworth, with regular work across all Trust sites.





Key Responsibilities and Accountabilities

Job Description

Strategic Leadership

- Lead the Trust's financial and operational strategy, ensuring long term sustainability and alignment with Trust priorities.
- Provide high level strategic advice to the CEO, Trustees and senior leaders.
- Drive continuous improvement across finance, estates, governance, compliance and operational systems.
- Play a central role in shaping the Trust's growth strategy and readiness for expansion.
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Financial Leadership

- Oversee all financial planning, reporting and compliance, ensuring adherence to the Academy Trust Handbook and statutory requirements.
- Lead the development of multiyear financial strategies, budgets and forecasts.
- Ensure strong financial controls, value for money and effective resource deployment across all academies.
- Provide clear, accurate and timely financial information to the Board and committees.

Operational Leadership

- Oversee estates, health and safety, procurement, ICT infrastructure, HR and wider operational functions.
- Ensure Trust operations are efficient, compliant and aligned with best practice.
- Lead the development of Trust wide systems, policies and processes that support high quality education.

Governance & Compliance

- Ensure the Trust's governance structures are effective, compliant and well supported.
- Oversee the governance and compliance professional and ensure high quality governance administration.
- Maintain oversight of statutory reporting, policy frameworks and regulatory compliance.
- Lead on risk management, including the strategic risk register and assurance frameworks.

People & Culture

- Model the Trust's values and contribute to a culture of collaboration, respect and continuous improvement.
- Build strong relationships with leaders, governors and external partners.
- Support the development of staff across operational and finance teams.

Ethos and Expectations

As a senior leader within IET, you will:

- Champion equality of opportunity for all
- Promote the safety and welfare of students
- Model high standards of professionalism, integrity and accountability
- Contribute positively to the Trust's ethos and culture
- Lead by example, inspiring confidence and trust across the organisation



We expect all Trust staff to:

- Work with all students ensuring equality of opportunity for all.
- Take responsibility for Safety and Welfare of all students, raising any concerns following the Academy/Trust protocols and procedures.
- Work proactively and effectively in partnership with all stakeholders.
- Carry out a share of statutory supervisory duties.
- Treat students with dignity and build relationships rooted in mutual respect and at all times observing proper boundaries appropriate to the professional position.
- Participate in CPD relevant to the role.
- Accompany teaching staff and students on visits, trips and out of school activities as required.
- Demonstrate an understanding of and take responsibility for promoting high standards of literacy including the correct use of spoken English and numeracy.
- Participate in arrangements for examinations and assessments.
- Take an active role in promoting good behaviour in and around the Academy/Trust.
- Ensure that students adhere to the uniform code and apply sanctions when this code is breached.
- Develop an academy learner mind-set – the attitudes, skills and learning habits needed to become an inspired, confident and independent learner.
- Be a positive role model and demonstrate consistently and effectively the positive attitudes, values and behaviour which are expected of students.
- Work as a team member and identify opportunities for working with colleagues and sharing the development of effective practice with them.
- Regularly review the impact of their work and its impact on students' progress, attainment and well-being, refining approaches where necessary and responding to advice and feedback from colleagues.
- Proactively participate with arrangements made in accordance with the Appraisal Policy.
- Have professional regard for the practice, ethos and policies of the Academy/Trust and maintain high standards in your own attendance and punctuality.
- Operate at all times within the stated policies and practices of the Academy/Trust.
- Contribute positively and effectively to the whole Academy/Trust ethos.
- Cooperate with other staff members to ensure a sharing and effective use of resources to the benefit of the Academy, individual departments and students.
- Attend and participate in appropriate calendared meetings.
- Take responsibility for own professional development and duties in relation to Academy policies and practices.
- Liaise effectively with staff, students, parents and governors.
- Ensure compliance with Health and Safety at Work Act 1974 and all other policies related to health and safety, and to ensure compliance with the Data Protection Act 1988.
- Ensure compliance with data protection laws and safeguarding procedures.
- Carry out any other duties as directed by your Line Manager as may from time to time be agreed in accordance with the nature of the job described above.

This is not an exhaustive list of tasks and job descriptions will be continually reviewed and changed according to the needs of the Trust.

Post holders will be expected to be flexible in undertaking duties and responsibilities attached to their post and may be asked to perform duties, which reasonably correspond to the general character of the post and are commensurate with its level of responsibility. This job description is provided for guidance only and does not form part of the contract of employment.



Person Specification:



Professional, Knowledge and Understanding	Essential	Desirable
Professional accountancy qualifications or equivalent senior financial leadership experience	A	
Deep understanding of financial strategy, financial planning, audit, compliance and financial control	AI	
Strong understanding of the regulatory framework for academy trusts, including the Academy Trust Handbook, charity and company law	I	
Knowledge of governance structures and best practice in MATs	I	
Understanding of organisational risk management, assurance frameworks and internal control systems	AI	
Strong operational leadership skills across areas such as estates, procurement, ICT, health and safety compliance.	A	
Ability to analyse complex data, produce high-quality reports and communicate financial and operational information clearly to non-specialists	I	
Understanding of education sector funding, financial regulations and operational challenges.		AI
Knowledge of capital projects, estates strategy and asset management		AI
Experience	Essential	Desirable
Significant experience in a senior financial leadership role	A	
Experience of leading multi-disciplinary operation teams	A	
Proven track record of developing and delivering long-term financial strategies	AI	
Experience of leading change, improving systems and embedding new processes	AI	
Experience of managing organisational risk, compliance and assurance processes	A	
Experience within the education sector or a regulated public-sector environment		A
Practical and Technical Skills	Essential	Desirable
Excellent analytical skills with strong attention to detail	I	
Strong ICT skills, including advanced use of MSOffice financial management systems	I	
Ability to produce clear, accurate and high-quality reports, papers and presentations	I	
Understanding of digital transformation and the role of technology in operational improvement		AI
Personal Qualities	Essential	Desirable
Demonstrates exceptional personal integrity and a strong commitment to the principles of public life	AI	
Possesses excellent judgement, discretion and the ability to handle confidential and sensitive information	AI	
Builds strong, positive relationships with a wide range of stakeholders	I	
Highly resilient, able to work under pressure, manage competing priorities and maintain high standards	AI	

KEY: A = assessed through the application process, I = Assessed through the interview process



Pension Scheme

All staff are enrolled in either the Teachers' Pension Scheme or Local Government Pension Scheme, whichever is relevant.



Continuous Professional Development

IET offers numerous opportunities for continued CPD for **all** staff including NPQs and apprenticeships



Cycle to Work Scheme

Eligible staff may apply to purchase a new bike, e-bike or cycling accessories through this salary sacrifice scheme, making significant savings.



Staff Wellbeing

This is a priority for the Trust. All staff have access to a free Employee Support Package, including 24/7, 365 days a year online and telephone support covering areas such as mental health, bereavement, financial advice and counselling.



Healthcare

All staff have free access, 24/7, 365 days a year to an online doctor.



Flu Vaccinations

All staff are able to request a free voucher for a flu vaccination in the Autumn term.



Discounts

Through our employee benefits platform, staff can make significant savings through discounts and vouchers in a range of areas including restaurants, supermarkets, retail and holidays.



Appointment Process

How to apply

To apply for this post, visit the IET website:

[Isle Education Trust - Vacancies](#)

Receipt of early applications from candidates with the appropriate experience, qualifications and personal qualities may result in an early interview being offered.

Isle Education Trust promotes equality of opportunity and welcomes applications from all sectors of society.

Isle Education Trust is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All posts at Isle Education Trust are subject to an Enhanced Disclosure and Barring check.