



**Triumph
Learning Trust**

CFO Applicant Information Pack



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Making the difference for vulnerable pupils ...

- Limited oral language skills
- Early educational failure, particularly in reading, leading to low academic self-concept, disengagement from learning, poor attendance and exclusion
- A sense of powerlessness: little sense he can make things happen through his own efforts

Triumph Learning Trust


Triumph Learning Trust
Telephone: 024 7681 4022
Email: enquiries@triumphlearningtrust.co.uk
Website: www.triumphlearningtrust.co.uk
Providing an exceptional education to transform lives.



Making the difference for vulnerable pupils ...

- Limited oral language skills
- Early educational failure, particularly in reading, leading to low academic self-concept, disengagement from learning, poor attendance and exclusion
- A sense of powerlessness: little sense he can make things happen through his own efforts



“Coming together is a beginning; staying together is progress; working together is success”

Thank you for your interest in joining Triumph Learning Trust as our Chief Financial Officer.

Triumph Learning Trust is a growing family of schools united by a shared commitment to inclusion, aspiration and high-quality education for every child. Our schools serve diverse communities across the West Midlands and Warwickshire, each with its own character and strengths, but all driven by a collective belief that every pupil deserves the opportunity to learn, flourish and succeed.

Our values of integrity, collaboration and excellence underpin everything we do. We work closely with our schools to ensure they feel supported, connected and empowered to deliver the very best outcomes for their pupils. This collaborative approach has been reflected in the positive outcomes achieved across our recent Ofsted inspections in both the primary and secondary phases.

Triumph Learning Trust was formed through the merger of two successful organisations: Learning Today Leading Tomorrow (LT2), which operated Rugby Free Primary School and Rugby Free Secondary School, and Triumph Trust, which served communities across Coventry. The merger brought together complementary strengths, shared values and a collective ambition to provide exceptional educational opportunities across the region. More recently, Cawston Grange Primary School joined the Trust, further strengthening our community and enhancing our provision.

As we continue to grow and evolve, we are seeking an exceptional Chief Financial Officer to play a pivotal role in shaping the next phase of our development. This is a strategic leadership opportunity for an experienced and forward-thinking finance professional who can provide strong financial stewardship, support sustainable growth and contribute to the overall strategic direction of the Trust.

The successful candidate will work closely with the Chief Executive Officer, Executive Leadership Team and Board of Trustees to ensure that our financial resources are managed effectively, our governance remains robust and our ambitions for the future are realised. We are looking for a leader who can combine strategic vision with operational excellence, foster strong relationships across our schools and central services, and support the continued development of a high-performing and collaborative organisation.

This is an exciting and important time to join Triumph Learning Trust. We have strong foundations, ambitious plans for the future and a clear commitment to delivering the very best outcomes for the children, families and communities we serve.

Thank you once again for your interest in Triumph Learning Trust. We hope you will consider joining us at this exciting and defining stage of our journey.

Dean Harrison
Chair of Trustees
July 2026

Triumph Learning Trust came into existence on 1st September 2024. We uphold the principles of collaboration, innovation and aspiration. We believe that everyone is welcome in our schools with a 'no limits' culture. We are committed and determined to enable all of our learners to be ambitious and optimistic for their future.

Our success is driven by a commitment to relentlessly working to improve standards. The Trust has two partner primary schools in Coventry and two primary and a secondary school in Rugby. We look forward to working with other schools who share our values and ambition.

We believe that an aspirational and inspirational education is the right of every child.

Our Trust was created with one sole aim. For member schools to deliver, through partnership and collaboration, an outstanding learning experience for all children so they flourish and thrive enabling them to achieve their own individual excellence.

We have a strong board of committed and passionate Trustees and Members who work closely with schools and their Local Accountability Boards to challenge and support leaders in all that they do.

We strive to maintain schools which will retain their own independent culture and ethos whilst operating within a strategic partnership to improve quality, share best practice and operate effectively and efficiently.



-  Rugby Free Primary School
-  Rugby Free Secondary School
-  Courthouse Green Primary School
-  Alderman's Green Primary School
-  Cawston Grange Primary School

Triumph Learning Trust: Working with Partners who share our ambition to innovate in an inclusive environment



460+

Employees



5

Schools and
Counting



3,171

Students



11

Trustees /
Members



4

Resource
Provisions for SEND

Ofsted

Performance

[Click here for Ofsted Reports to Triumph Learning Trust Schools](#)

[Cawston Grange Primary School](#)

[Rugby Free Primary School](#)

[Rugby Free Secondary School](#)

[Alderman's Green Primary School](#)

[Courthouse Green Primary School](#)

“ Leaders take action to ensure that pupils who need help, get the support they need. ”

“ All pupils, including those with special educational needs and/or disabilities (SEND), achieve exceptionally well. ”

“ Pupils develop an informed understanding of global issues and show high levels of respect and consideration for others. ”



Chief Financial Officer Advert

Role Overview

Start Date: 1st October 2026 (or by arrangement)

Hours and Weeks: 37 hours per week, 52 weeks per annum

Salary: Leadership Scale 9 - 15 £63,070 - £73,105 FTE (A competitive salary and relocation support will be offered to attract the right candidate; Terms & conditions will be mutually agreed on successful appointment)

Status: Permanent/Full Time

Closing Date: 04th September 2026



The Chief Financial Officer of the Trust is a role that offers an attractive blend of strategic and operational commitments. Contributing to high-level strategic vision and high-quality delivery, the role mixes accountability with a genuine shared responsibility across a growing trust with ambitious plans.

This role will suit a professional who likes to be hands on and a finance leader who is able to balance the need to shape and set direction with the importance of effective day to day operation of our schools. We are aware that not all candidates will have experience within education but we wish to ensure that applicants do have a commitment to operating good quality systems and offering responsive and effective support to our schools.

An understanding of the regulations that govern Academy Trusts and the expectations of overseeing public funds is desirable. Whatever your work environment background, you'll be working with a talented group of professionals and have the opportunity to contribute to and shape the central team to support education leaders to deliver outstanding results in the classroom and to build our reputation for excellence.

As CFO, you will balance your time between central activity and close working with our academies and their leaders. Centrally, you'll lead the finance team, managing risk and monitoring financial performance across all our schools while delivering agreed budgetary plans for sustainable growth.

Within our schools, you'll be providing challenge and support to the Headteachers and developing their capacity and expertise. During the first six months, we will also expect that considerable time and application will be spent on the following:

- Reviewing our finance systems to ensure they are fit for purpose for the newly merged trust.
- Shaping the finance team to meet the challenges of the newly merged trust.
- Meeting one to one with our Headteachers to consider monthly management accounts and reforecasting.
- Preparing 3-year budget plans with the Headteachers and CEO for future years.
- Further developing finance, procurement and asset management compliance protocols to harmonise across the newly merged trust.
- Assessing and improving the robustness of all internal finance policies and procedures in line with the Academy Trust Handbook (ESFA).
- Build good working relationships with leaders, trustees and local governors (parent/carers Advisory Boards).
- Ensuring that our current and aspiring leaders are supported to be the best they can be.
- Ensuring that the CEO, Audit and Risk Committee and Trust Board has the information that they need to make judgements about how best they can carry out their roles and responsibilities.



Why Join Triumph Learning Trust

We offer a welcoming and collaborative environment where teamwork, innovation and professional development are highly valued. At Triumph Learning Trust, we are committed to investing in our people and creating a culture where staff are supported to flourish and succeed.

Additional benefits include:

- Pension: Membership of a generous pension scheme (LGPS/Teachers' Pension Scheme where applicable)
- Health & Wellbeing: Access to a range of health and wellbeing support services, including employee assistance programmes and wellbeing initiatives
- Work-Life Balance: Commitment to staff wellbeing and flexible, supportive working practices where possible
- Professional Development: Access to high-quality CPD, leadership development and collaborative Trust-wide learning opportunities
- Schemes: Cycle to work scheme and other employee benefits initiatives

Please visit our Employee Benefits page to explore the full range of benefits available to staff.

For more information please visit our website at [Triumph Learning Trust](https://triumphlearningtrust.org)

We actively welcome visits to our schools. Should you have any further questions or wish to arrange a visit, please contact Nick Summers nsummers@triumphlearning.org

How to Apply

If you would like to contribute to a Trust committed to delivering high-quality education and outstanding opportunities for all children and young people, **please apply via My New Term**. To submit your application, you will be required to register as a candidate and complete the full application form on the platform, as we are unable to accept CVs.

Triumph Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. References will be obtained prior to appointment and an Enhanced DBS check will be undertaken. In line with Keeping Children Safe in Education guidance, all shortlisted candidates will also be subject to an online search as part of the pre-employment checks.

Equality and Diversity

Triumph Learning Trust is committed to equality, diversity and inclusion in the recruitment of this position.



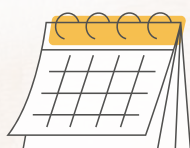
Family Friendly Leave

Enhanced Maternity, Paternity, Adoption Leave



Lifestyle Discounts

e-vouchers, gift cards, top up cards, discount codes, local discounts



Annual Leave

Support Staff, 25 days per year, plus bank holidays



Home and Electronics Scheme

Salary sacrifice scheme: Buy up to 1000s of items fulfilled by Currys, Decathlon, John Lewis & Partners etc.



Cycle to Work Scheme

Salary Sacrifice scheme: Savings on bike/bike equipment



Gym Membership

Salary sacrifice scheme: Save and spread the cost of annual health club memberships.



Discounted EV Charging

Savings on electricity charging rates to employees whilst at the school with these facilities.



Discounted Use of School Facilities

We work with Community Lettings UK to manage community use of facilities at its schools.



Refer a Friend Scheme

Our scheme entitles you to receive £250.00 per referral



Private GP Services

24/7 online private GP services, available to employees and dependents. (not partners or spouses)



Outstanding Pension Scheme

Auto enrolment into either the Local Government or Teacher Pension Schemes.



Employee Assistance Program

24/7 in the moment support via telephone helpline.



Eye Tests

Free eye tests for all employees through Specsavers Corporate Voucher Scheme, with £50 credit towards glasses.



Continuous Professional Development

Enhancing employees skills and knowledge through regular training, education and learning opportunities.



Strategic Framework

The Vision, Mission and Values ensure the Trust are aligned and working toward long-term goals and objectives.



Aspiration

Innovation

Collaboration



Mission

Achieving quality and resilience in all that we do.



Vision

Triumph Learning Trust, a community where everyone will flourish and succeed through collaboration, innovation and aspiration. Creating together a place where all belong whilst celebrating the unique identity of our schools.



Values

Aspiration



Innovation



Collaboration





Job Description

CHIEF FINANCIAL OFFICER



Salary <i>Competitive to attract the right candidate</i>	Leadership Scale 9 - 15	£63,070 - £73,105 FTE
Hours	37 hours, 52 weeks	
Location	Trust Central Office & Trust Schools	
Reporting to:	Chief Executive Officer and Trustees	
Liaising with:	Internal: Shared Services colleagues, Operations Managers, Office Managers, Headteachers, SLT, school-based staff. External: Trustees, Governors	
Start Date	1 st October 2026 (or by arrangement)	

About the Role

You will join the Shared Services Team of Triumph Learning Trust, supporting the Chief Executive Officer, Executive Leadership Team and Board of Trustees in the effective delivery of the Trust's vision, strategic priorities and operational objectives. The role will provide strategic leadership across all aspects of finance, ensuring the Trust remains financially sustainable, compliant and well-positioned for future growth.

Triumph Learning Trust was formed following the merger of Learning Today Leading Tomorrow (LT2) and Triumph Multi-Academy Trust, bringing together a family of schools committed to delivering exceptional educational outcomes for all pupils. The Trust continues to grow and develop through collaboration, innovation and a shared commitment to excellence across its academies and shared services. This is a key leadership role within the Trust, offering the opportunity to influence strategic decision-making and contribute to the continued development of a successful and ambitious organisation. The successful candidate will work closely with the CEO, Executive Leadership Team, Headteachers and Trustees, providing expert financial leadership and ensuring that robust financial systems, controls and reporting arrangements support the Trust's objectives. The role will also play a significant part in supporting future growth opportunities, school improvement initiatives and any academy transfer or expansion projects undertaken by the Trust.

Whilst the role will require a strong presence across Trust sites, flexible and hybrid working arrangements may be available to support the successful candidate. This is an exciting opportunity for an experienced finance professional who thrives in a dynamic environment, enjoys leading change and is passionate about supporting educational excellence through effective financial management. As Chief Financial Officer (CFO), you will be responsible for the strategic leadership and operational management of the Trust's financial functions and systems, ensuring compliance with the Academy Trust Handbook, ESFA requirements, Trust policies and all relevant statutory and regulatory obligations. You will act as the Trust's lead financial officer in dealings with the Education and Skills Funding Agency (ESFA), auditors and other external stakeholders.

As a member of the Executive Leadership Team, you will contribute to the overall strategic direction of the Trust, providing expert financial advice and insight to the CEO and Board of Trustees. You will lead on the financial aspects of the Trust's strategic plan, support Headteachers in the delivery of their School Development Plans, and ensure that resources are deployed effectively to maximise educational outcomes. You will work collaboratively with school and Trust leaders to ensure that academy and Trust-wide budgets are managed effectively and that financial targets are achieved across the organisation.



About You

The successful candidate will hold a recognised professional accountancy qualification (CCAB, CIMA, CIPFA, ACCA or ACA) and will have substantial experience of leading, managing, developing and coaching high-performing finance teams. They will demonstrate a proven ability to allocate, prioritise and oversee workloads effectively to ensure the efficient delivery of financial services.

They will possess extensive practical experience of presenting complex financial information and strategic advice to senior leaders, as well as leading the budget planning process, financial monitoring and forecasting, and the preparation and submission of statutory year-end accounts and financial returns.

A management qualification, together with knowledge of academy financial regulations and ESFA financial systems and reporting requirements, would be advantageous.

The successful candidate will be an effective and collaborative leader with excellent interpersonal and communication skills. They will demonstrate resilience, sound judgement and the ability to remain calm and effective when working under pressure. A flexible approach to working hours is essential, with a willingness to work outside normal office hours where necessary to meet the demands of the role.

Purpose of the role

- To support the CEO and Trust Board in the efficient and effective delivery of the Trust's strategic aims and objectives, to uphold the Trust's values, and to provide visible leadership across the organisation.
- Maintain the confidentiality that the considerable responsibility of this role demands.
- To be responsible for the efficient and effective management of the Trust financial systems, to act as Finance Officer with regards to dealings with the Education Funding Agency (ESFA) and ensure compliance with Trust Finance policy & procedures and the ESFA Financial handbook.
- To lead the financial aspects of the strategic plan including the preparation and implementation of financial plans for new schools and those joining the Trust.
- As a member of the Trust Leadership Team, to provide strong and effective leadership, vision and strategic direction to Trust staff to achieve the highest levels of performance and ensure a culture of continuous improvement.
- To manage the dedicated finance team based within the schools and liaise with Headteachers to ensure others who contribute to the finance systems are supported to carry out agreed roles.

Key Responsibilities and Duties

Planning and Strategy

- Contribute to the Trust strategic planning process and develop/produce the financial strategy to support the Trust strategic plan, school operational and the three-year development plans.
- Contribute to the Trust self-evaluation cycle and associated reporting processes.
- Advise the CEO on financial aspects of the scheme of delegation between the Trust Board, the Local Governing Boards and the Headteachers for their day to day operations.
- Contribute key financial advice to the Executive team and Headteachers and others across the Trust to deliver a collective and consistent strategy.
- Review the financial performance of the Academies within the Trust, liaising with their Local Governing Bodies, and take action as necessary to ensure that systems are compliant and where required, improvement is actioned, monitored and maintained.



- Support the development of strategies for the generation of additional revenue and resources for the Trust.
- Provide accurate and timely financial reports of performance to the Chair, CEO, Trust Board, and other stakeholders in accordance with requirements, devising succinct reporting systems.
- Oversee the development, implementation, management and regular review of the financial regulations, procedures and systems – including those for:

1. Annual budget and 3-year projections
2. Revised Annual forecasts
3. Annual reports and financial statements
4. Pensions
5. Monthly management accounts
6. Capital investment appraisals and capital expenditure
7. Treasury management
8. Cash forecasts
9. Working capital management
10. Debtor management
11. VAT systems
12. Procurement systems and control
13. Finance management information systems
14. Internal and external audit
15. Financial statistical requirements

Performance and Standards

- Maintain the ethos of the Trust and motivate all staff within the schools to strive for continuous improvement.
- Ensure that issues in school financial performance are identified and analysed to enable the development of prioritised solutions that contribute to the achievement of whole school effectiveness.
- Support the CEO to advise the Trust Board on the allocation of resources in order to ensure that each school receives appropriate levels of resource to enable it to achieve required improvements.
- Collaborate with and work alongside others within the Trust Executive Leadership Team to achieve wider Trust objectives.
- Ensure the Board and schools are advised of financial policy changes and new requirements as they arise.
- Identify key agencies, individuals and groups that could enhance the work of the Trust and secure their partnership for the benefit of the Trust.
- Ensure that the necessary risk assessments and reviews are in place at all times, and implemented to a high standard and promote health and safety in line with the Trust Policy.

Finance Systems and Management

- To ensure the full functioning of the Multi-Academy Trust finance system (Xero) including training for staff.
- To ensure robust finance systems are in place so that the funds available to Triumph Learning are used properly, efficiently and effectively and provide value for money.



- Ensure compliance with financial regulations, procedures and systems and undertake the key finance officer role required by the ESFA and pension regulators.
- Support headteachers to prepare financial plans and data to support agreement of high needs funding with the LA for children with SEND, Pupil Premium reporting and other dedicated funds.
- Ensure that robust and appropriate accounting systems are established and effectively monitored, maintaining the integrity of financial records.
- Ensure that appropriate action is recommended to address problems identified and to ensure that the Trustees are presented with accurate and timely financial reports.
- Lead procurement processes across the Trust, obtaining best value procurement in order to achieve economies of scale.
- Overseeing the accounts process and ensuring the production of monthly and annual accounts, budgets and forecasts – accurately and to timetable.
- Prepare annual and 3-year budgets in conjunction with each of the Headteachers.
- To support Headteachers and the CEO to ensure that all budgetary targets are met by individual academies and the Trust as a whole.

Growth and Development

- Lead the financial planning for new school applications.
- Undertake detailed financial due diligence and risk assessment for any transferring schools.
- Lead implementation plans to ensure that the financial set up of new schools or transferring schools are integrated in Triumph Learning systems effectively, ensuring that appropriate and timely project management is in place to achieve a smooth transition, complying with all appropriate protocols.

Interpersonal Relationships and Personal Effectiveness

- Develop and maintain effective relationships with the Education & Skills Funding Agency (ESFA), the Department for Education (DfE), local authorities, Headteachers and Local Governing Bodies (LGBs) and to collaborate with them in order to ensure that school performance continually improves and that there is effective and collegiate sharing of communication and knowledge.
- Develop effective relationships with all Central based and school-based personnel involved in the finance function and manage the day to day activities of the finance team.
- Provide professional accountancy experience to staff giving advice, support and training.
- Lead and motivate your staff teams and ensure that they have the required capability and resources to manage effectively.
- To be personally responsible for the standard and quality of your practice.
- To be responsible for your personal and professional development, undertaking learning and development activities which support your continued professional development.
- Participate in regular supervision sessions and annual performance management reviews.
- Ensure that safer recruitment methods are used when appointing personnel, promoting equality of opportunity, respect for diversity and anti-oppressive practice.
- Induct new finance staff and manage issues of conduct, gross misconduct, performance and absence in line with the Trust Disciplinary and related policies.
- Conduct supervisions and performance reviews, in line with Trust policy, address training needs and support continued professional development.



General Accountabilities

- To comply with the Trust's Health and Safety policies and undertake risk assessments as appropriate.
- To be responsible for your own personal and professional development and undertaking learning and development activities to include attending training as required.
- To undertake any other reasonable tasks as are required at the discretion of the CEO.

Generic Responsibilities of all Trust Shared Services

- To continue personal development as agreed.
- To engage actively in the appraisal process.
- Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task to be undertaken may not be identified.
- Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description.
- Employees are expected to adhere to the Code of Conduct and set an example of personal integrity and professionalism.
- Ensure all tasks are carried out with due regard to Health and Safety.
- To remain confidential at all times.
- To adhere to the values of the Trust.
- To promote the agreed vision and aims of the Trust.

Safeguarding

Triumph Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this and the below commitments.

- To ensure that all students have a safe environment in which they can learn, reporting any concern about the environment to a member of the site team or if appropriate to one of the Designated Safeguarding Leaders.
- To be aware of systems which support safeguarding and following the procedures as highlighted in the Safeguarding Policy.
- To identify children who may benefit from early help as soon as possible and discuss this with one of the Designated Safeguarding Leaders.
- To consider at all times what is in the best interests of the child.
- To protect children from maltreatment; preventing impairment of children's health or development; ensuring that children grow up in circumstances consistent with the provision of safe and effective care.
- To take action to enable all children to have the best outcomes.
- Checking of visitor identification, especially at the point of school entry and the issuing of relevant safeguarding information.

Person Specification



Essential Attributes	Desirable
Education, Knowledge and Experience	• A management qualification. • Knowledge of academies financial regulations. • Understanding of the Education and Skills Funding Agency financial handbook and systems. • Experience of Asset management.
Personal Abilities and Attributes	The Candidate must be able to demonstrate: • Qualities of a team player with strong motivational skills. • A strong sense of humour with a flexible approach to work and working relationships. • Prepared to work variable hours when necessary to meet the requirements of the post. • A commitment to supporting high service delivery in the Trust, its schools. • A commitment to working within the Trust ethos and within regulations expected of public bodies. • A commitment to the implementation of the Trust Equal Opportunities Policy. • Ability to act as an appropriate member of the Executive Team and keep calm under pressure and in all situations. • Possess the ability to work on own initiative. • Excellent communication skills at all levels, orally and in writing and ability to communicate at all levels. • Ability to maintain a flexible approach.
Other knowledge and Skills	The Candidate must be able to demonstrate: • Excellent communication with all stakeholders. • A passion for working with a Trust and its pupils and families. • Ability to work flexibly to meet the needs of Triumph Learning Trust. • High level of resilience and determination. • Calm and organised approach to work under pressure and the ability to inspire confidence in others. • Ability to plan and prioritise workload in order to meet deadlines. • Adopt a reflective approach to work.



If you feel that you could bring further impetus to our drive to improve the provision for our students and teachers and have the necessary energy, enthusiasm and sense of humour to take us forward at this exciting time, then please get in touch.

To arrange an informal discussion or visit to the Trust, please contact Nick Summers or Dean Harrison.

Feel free to contact HR if you have any questions regarding the recruitment process, require further information about the position, or need assistance with your application.

Nick Summers - Interim CEO



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triumphlearning.org

Dean Harrison - Chair of Trustees



dharrison@triumphlearning.org



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HR Enquiries



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triumphlearning.org

This job description does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete the particular duties as set out in the foregoing paragraphs.

The job description will be reviewed at least once a year and it may be subjected to modification or amendment at any time after consultation with the holder of the post.

The Trust will endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled applicants or continued employment for any employee who develops a disabling condition. This job description is current at the date shown but in consultation with the post holder may be changed by the Trust to reflect or anticipate changes in the job commensurate with the grade and job title.

We reserve the right to withdraw this vacancy at any time.

Triumph Learning Trust is committed to safeguarding children; successful candidates will be subject to an enhanced Disclosure and Barring Service check. Triumph Learning Trust are always happy to receive speculative applications from excellent teachers and support staff.



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 www.triumphlearning.org  facebook.com/TriumphLearningTrust  triumph-learning-trust  triumph_learning_trust
