

Director of Finance

Chief Executive Officer and Chairs' Welcome

Dear Candidate,

We hope that as you read this candidate pack, you can capture the huge potential for the role of Director of Finance (encompassing the statutory position of Chief Financial Officer) within Twynham Learning.

We are looking for an exceptional individual to join our team to lead, direct, advise and share our journey as we continue to go from strength to strength as a multi-academy trust. We are a deeply values driven organisation with an unrelenting passion for social justice, opportunity and civic leadership. Our trust principles of 'Equality, Humility and Community' capture the very essence of the culture of Twynham Learning multi-academy trust.

Working across the Christchurch, Southbourne and Poole areas of the Dorset coast, we are blessed to offer an incredible place to live and work. We are embarking on an exciting phase of growth which will see us extend beyond these localities and work in close partnership with schools that value and respect the work that we undertake, not just within our own catchments, but across the region whilst maintaining our primary moral purpose of working with our community in the south coast and New Forest localities.

If you have a high degree of communication skills, strong strategic financial management experience and a flair for innovation and entrepreneurship combined with a passion for empowering young people to achieve their potential and you enjoy working with equally talented colleagues at pace then we would strongly recommend you apply, we can promise that you will not regret it!

We are immensely proud of our journey thus far, the overcoming of challenge and adversity and growing to become one of the highest regarded trusts in the south coast region, but we have the humility to also accept that to reach the next level of depth of provision for our current children and breadth across the system for future children and communities, we need someone who can share the stewardship of this social agenda and shape it with us. If you like the sound of this opportunity, then be confident, back yourself and come and join a values driven organisation that cares and aspires to deliver world class education for all! We look forward to speaking to you soon.



*Gareth Morris
Chief Executive Officer
Twynham Learning Multi
Academy Trust*



*Tom Ormerod
Chair of Twynham
Learning Trust Board*

Director of Finance – Vacancy Summary

Start date	Monday 6 January 2025 (or sooner if possible)
Contract term	Permanent
Working hours	37 hours per week. Our standard office hours are 8.30am-4.30pm Mon-Thurs, 8.30am-4pm Friday. The work pattern for this post is negotiable
Weeks per year	Preferably, a year-round contract. However, term-time plus a number of weeks of school holidays working may be negotiable
Grade	16
Salary range (per annum)	Support staff salary points 53 – 59. £61,512 to £69,206 (FTE) – with a pay award pending.
Location	Twynham Learning Core Services Offices at The Grange School, Christchurch
Reports to	Director of Education/ Deputy CEO

A relocation allowance may be negotiable for an exceptional candidate seeking to relocate their home to our local area to take up this post.



Life on the Dorset South Coast



Location

Christchurch, Southbourne & Poole

Originally named as Twynham in Anglo-Saxon times meaning 'hamlet between two rivers' it has continued to be a community bringing people together. Through a drive for excellence and social justice, Twynham Learning is once again bringing communities together through a strong reputation for partnership working, celebrating the success and working to achieve the best for all



Twynham Learning
Equality · Humility · Community



Living and working in an exceptional part of the country isn't luck, it is great judgment! The home of Twynham Learning is a thriving and ambitious locality that wants the best for its young people. We have high aspirations, an amazing environment on our doorstep and a strong trust working to deliver world class education. With eight miles of beaches on the doorstep, and acres of New Forest only a short drive away, the possibilities are endless!



Job Requirements and Expectations

The Director of Finance will work with the Chief Executive Officer (CEO) and Deputy CEO/Director of Education in strategically leading and managing the financial performance of the trust, delivering the Twynham Learning Excellence Strategy and ensuring compliance with the Academy Trust Handbook.

The Director of Finance will hold a pivotal leadership within the trust carrying out the necessary strategic financial planning to deliver the trust's ambitious Excellence Strategy and providing the necessary financial advice and training across the trust to Headteachers, leaders of Business Units, Trustees and LAB (Local Advisory Board) members. The Director of Finance will also lead and manage the Finance Team within the trust's Core Services team.

The responsibility of Chief Finance Officer (CFO) is also a key aspect of this role with all statutory duties linked within the role, working with and advising both the Trust Executive Team and Twynham Learning Trust Board, particularly as the trust moves towards a period of growth and expansion.

We need and expect a Director of Finance to show stamina in a busy working environment and be energetic, dynamic and unflappable with excellent time management skills and the ability to 'get the job done'!

Director of
Finance

Twynham Learning

Equality · Humility · Community



Who we are looking for

Qualifications and CPD	Essential	Desirable
Professional qualification(s) in accountancy	✓	
Degree or equivalent graduate qualification	✓	
Other evidence of continuing professional development and commitment to team members' development		✓
Knowledge and Skills	Essential	Desirable
Knowledge of technical accounting practices	✓	
Ability to interpret complex financial data	✓	
Ability to develop strategic budgets	✓	
Excellent IT skills (particularly spreadsheets) and the ability to draft and edit documents	✓	
Fluent and accurate written and spoken English; excellent oral and written communication skills and strong presentation skills (for giving presentations to the Trustees, Trust Executive Team etc.)	✓	
Ability to work under own initiative with sound personal, administration and time management skills	✓	
Knowledge of academy policy and practice		✓
Understanding of strategic leadership in schools		✓

Experience	Essential	Desirable
Substantial experience in financial management	✓	
Experience of financial audit processes	✓	
Experience of working with the DfE, ESFA and other agencies		✓
Experience of working in/with the education sector (academies or local authority)		✓
Experience of working within a complex business set-up		✓
Experience of line-managing staff (directly and through matrix-working arrangements)		✓
Experience of procuring and monitoring quality services		✓
Experience of completing bids for external funding		✓
Personal Qualities and Attributes	Essential	Desirable
Considerable personal enthusiasm, energy, integrity and professionalism. Leads by example and holds the respect of Trustees and colleagues; setting high standards and having strong attention to detail	✓	
Flexible and open to change; enjoying working at a fast pace whilst maintaining professionalism and accuracy. Shows stamina in a busy working environment; is energetic, dynamic and unflappable with excellent time management and the ability to get the job done	✓	
A dynamic team leader who has the ability to bring out the best in other people to achieve business outcomes	✓	
Where appropriate, lightness of touch and humour	✓	
Committed to the principles ,vision, values, culture and strategy of Twynham Learning. Working in ways which promote equality of opportunity, participation, diversity and responsibility	✓	
Able to promote positive relationships with the wider Trust community	✓	

“The trust has supported the school strongly. This is a significant factor in its improvement. Members of the trust board and governors have challenged trust leaders to improve the school quickly. Trust leaders have delivered.”
The Grange School Ofsted, November 2021



Recruitment and Selection Process

The process for recruitment will be open and transparent with a focus on assessing against the job description with no hidden surprises or unnecessary activities. We want to see the very best of each candidate and will give every opportunity possible for each candidate to show their qualities and suitability for the post.



Step 1

Advert

Vacancy closes for applications on Friday 4th October 2024 at 8am



Step 2

Shortlisting

Shortlisting of candidates will take place on 4th October, with invitations to interview being issued on the same day



Step 3

Interview Day

Interviews and selection activities will take place on Thursday 10th October at our Core Services office (co-located with The Grange School)



Step 4

Onboarding

The successful candidate's robust pre-start vetting checks will commence



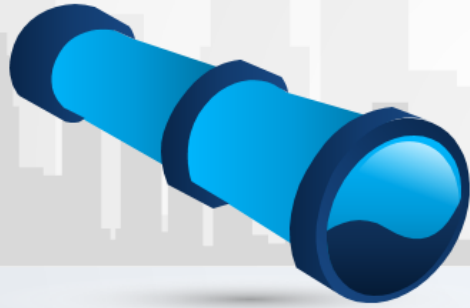
Step 5

Start Date

6th January 2025 or sooner if possible (subject to vetting checks and notice period)

Further Information About Twynham Learning Multi Academy Trust





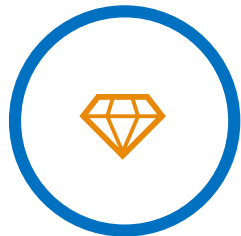
Vision

To deliver a world class education system for our locality that challenges social injustice and provides opportunities irrespective of background.



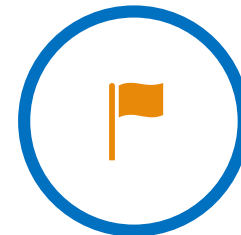
Mission

Our mission is to provide a strong framework of support across the Dorset and Hampshire area, utilising our model of local networks, partnership and high expectations to deliver an increasingly ambitious and world class vision for education.



Our Achievement

"Working in collaboration to build a MAT with a shared identity, establishing a sustainable and viable future through shared excellence and improving outcomes for our communities".



MAT Overview

Twynham Learning Multi-Academy Trust is currently comprised of:

8 Schools

- Twynham School and Sixth Form
- The Grange School
- Twynham Primary School
- Christchurch Infant School
- Christchurch Junior School
- Stourfield Junior School
- Stourfield Infant School
- Poole High School

Plus

- Bournemouth Bay Teacher Training Partnership
- Two Rivers Institute (delivering traded education services)
- Dorset School Games

Culture and Values at Twynham Learning

Our Founding Principles

Greater Equality

That everyone deserves a great education; whatever their social background and wherever they live.



Greater Humility

That, as individuals or as an organisation, we are not the finished article; that we still have much to learn and that there is always room for improvement.

Greater Community

That we should work collaboratively for the greater good, whether that is within a school, between Trust schools, with other learning organisations or with our communities more generally.

Culture and Values at Twynham Learning



Our Staff Values and Attributes

Our Leadership Structure

Each leader has a clear portfolio of responsibility working within the 'Executive Intent'. Delivering our trust goals through 'Servant Leadership' and 'Situational Leadership'- agility, independence and a culture of high trust, professionalism and respect



The leadership of the trust is further supported by the Self-Improving School Board and Executive Leadership Team



Darren Barton
**Director of Education/
Deputy CEO**



Gareth Morris
FCCT, FCMI, CMgr, MBA, M(Ed). NPQH, PGCE
CEO



Tom Ormerod
**Chair of Twynham Learning
Trust Board**

Our Operational Leadership Team

Our Core Services team consists of technical experts who focus on delivering statutory compliance and supporting schools to achieve sustainable success through successful operations management. They are responsible for delivering Strand 2 and 3 of the TL Operating Model under the direction of the Director of Education/Deputy CEO



Brian Bashford
IT Manager



Vicky Elsworth
HR Manager



Shanine Blom
Governance Manager



Babs Harding
Compliance, Risk and
Audit Manager & Data
Protection Officer



Mark Beckett
Estates Manager



Heather Spring
Finance Manager



Overarching Metrics



- ✓ The current revenue income of Twynham Learning is around £40 million with additional Schools Capital allocation of just over £1,300,000 and net assets worth over £50 million
- ✓ There are currently around 5,800 pupils and over 800 staff in our care across the geographic areas of Southbourne, Christchurch and Poole.
- ✓ Our schools have a strong reputation. 2023 outcomes demonstrated the strong performance, with anticipated further success in 2024. In accordance with our Twynham Learning Excellence Strategy, it is our expectation that all our schools perform well above national expectations
- ✓ With a continued growing reputation, we are currently in ongoing dialogue with primary and secondary phase partners to deliver our growth strategy within communities beyond our current location

Q&A

Q1. Will I be supported with my professional development?

- ✓ Twynham Learning provides a full induction and handover and invests in relevant CPD at all levels of the organisation.

Q2. Does Twynham Learning offer flexible working?

- ✓ Yes, ideally we would like to appoint to a full-time, full year contract. However, for the right candidate we can negotiate flexible working hours/weeks to suit your lifestyle.

Q3. Will experience outside of the sector be considered?

- ✓ Yes, we have a history of recruiting the 'right person' and many of us have a wide and extensive professional background, but we will need to see that there are strong professional skills and knowledge to deliver particularly financial priorities and statutory reporting.



If you have any further questions please do not hesitate to contact us on the details provided or take the opportunity to visit

The pillars of our Excellence Strategy

Excellence strategy themes

1

Community Leadership

Twynham Learning will have community at its core, with a strong commitment to embedding the voice of our partners in designing the future; proud to live the TL principals of Humility; Equality and Community.

2

A world class learning journey

Learning that is knowledge rich, appropriate for the 21st century and will provide opportunities for intellectual, social and emotional development, to enable access to the very best global opportunities.

3

World class outcomes

All of our young people have the opportunity to reach their potential, and Twynham Learning schools consistently achieve well-above the national average for outcomes.

4

Securing a sustainable future

Twynham Learning infrastructure will provide the best possible access and environment for 21st century learning.

5

A high performing organisation

Twynham Learning will have a clearly defined culture of excellence in all aspects of the Trust, where there is an embedded culture of values, ambition and success.

Twynham Learning- Key Areas of Support to all TL Schools

Systems and Review

- Trust School Improvement Strategy and Support
- Annual review and audit processes
- Shared policies across the family of schools
- Co-ordinated governance support
- High performance culture



Finance and Investment

- 5% "Top Slice" from General Annual Grant (GAG) tapering to 4% and 3.5% as trust pupil numbers increase over the following years
- Access to Trust Capital of £650,000+ annual funding
- Joint procurement and economies of scale
- Central services expertise

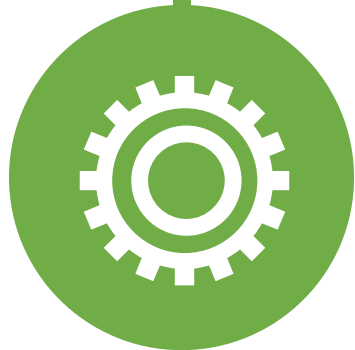


People and Partners

- HR business partnering for HR, recruitment etc.
- Direct support from Core Services team including statutory compliance and audit, IT, facilities
- Supportive governance structure
- Professional development through Two Rivers Institute

Vision and Culture

- Shared vision and values whilst recognising each school's unique identity
- TL Excellence Strategy
- Holistic birth-19 delivering education, childcare, training
- Each school brings an expertise/owns a portfolio for development across Twynham Learning



Communication

- Chair's Advisory Group ("CAG")
- Self Improving School Board ("SISS Board")
- Executive Leadership Team ("ELT")
- Integrated hosted IT systems/New Trust Portal ready for launch
- Network meetings for varying levels of employees/governance etc.



Next Steps

If you have recognised the potential in this incredibly exciting post, at an important stage of our trust's development, then all you have to do is:



Contact us for a visit and/or confidential discussion about the post and our expectations. Call Vicky Elsworth(HR Manager) on 01202 402789



Apply by submitting [an application form](#), covering letter (max 2 sides of A4) and a [diversity questionnaire](#) by email to: recruitment@twynhamlearning.com

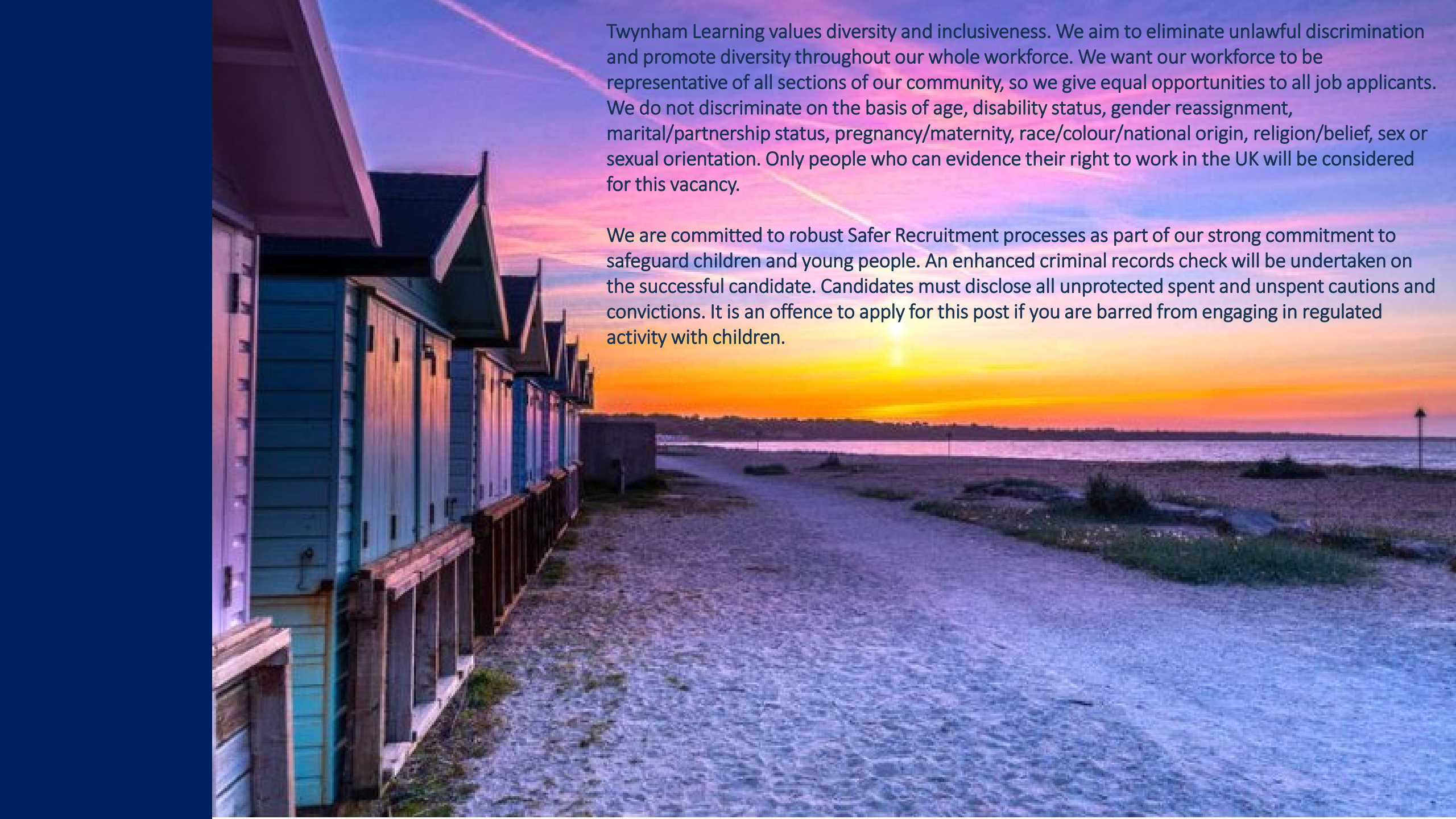


Undertake thorough preparation to show your excellent skills, knowledge and character and most importantly back yourself and be confident in what you have to offer!



Twynham Learning
Equality · Humility · Community



A row of colorful beach huts (blue, green, yellow) on a sandy beach at sunset. The sky is a mix of orange, yellow, and blue, with the sun low on the horizon. The huts are on the left side of the frame, and the beach extends to the right towards the ocean.

Twynham Learning values diversity and inclusiveness. We aim to eliminate unlawful discrimination and promote diversity throughout our whole workforce. We want our workforce to be representative of all sections of our community, so we give equal opportunities to all job applicants. We do not discriminate on the basis of age, disability status, gender reassignment, marital/partnership status, pregnancy/maternity, race/colour/national origin, religion/belief, sex or sexual orientation. Only people who can evidence their right to work in the UK will be considered for this vacancy.

We are committed to robust Safer Recruitment processes as part of our strong commitment to safeguard children and young people. An enhanced criminal records check will be undertaken on the successful candidate. Candidates must disclose all unprotected spent and unspent cautions and convictions. It is an offence to apply for this post if you are barred from engaging in regulated activity with children.