

## **Bishop Bewick Catholic Education Trust**

c/o Sacred Heart High School

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### **FINANCE PARTNER**

**37hrs a week, term time only**

**Salary: N9 £38890 to £41881 – (£32,398-£34,890 pro-rata)**

The Bishop Bewick Catholic Education Trust (BBCET) has grown from 3 schools in January 2020 to what we expect to be 34 Primary schools and 5 High schools by April 2022. In light of this rapid expansion, we are creating a small core team of finance professionals to support the Trust's network of schools across three local authorities (Newcastle, North Tyneside and Northumberland).

Finance Partners will be part of a dedicated team within our overarching finance team structure. Each Finance Partner will be assigned a group of up to 15 schools. As their Finance Partner you will provide each school with financial advice, challenging and supporting schools throughout the year. A key aspect of the role is to ensure effective budget setting, monitoring and support.

This hands-on role requires someone confident in building relationships in a warm, approachable yet when necessary rigorous manner. You do not necessarily have to have a finance qualification, although this or a school business management qualification would be an advantage. You must however be experienced and competent in school finance duties and able to confidently advise schools on such matters. The postholder should therefore be recognised by their peers and schools as being an expert on school finance matters and carry their confidence, respect and trust.

Whilst it is possible to provide schools with some support remotely over the phone or internet, to carry out an effective Finance Partnering service you will be required to travel to the various schools in your portfolio across our three authorities North of Tyne.

The full Job Description and Person Specification are attached.

If you have the ambition and interest to help us develop this key area, please apply by 9am Wednesday 16th February to [recruitment@bbcet.org](mailto:recruitment@bbcet.org) and put in the subject box '**Finance Partner application**'.

Interviews are expected to be held during the w/c 21st February.

For an informal discussion about the role please book a call by emailing Anthony Gollings, Head of Finance & Estates, on [agollings@stmacademy.org.uk](mailto:agollings@stmacademy.org.uk)