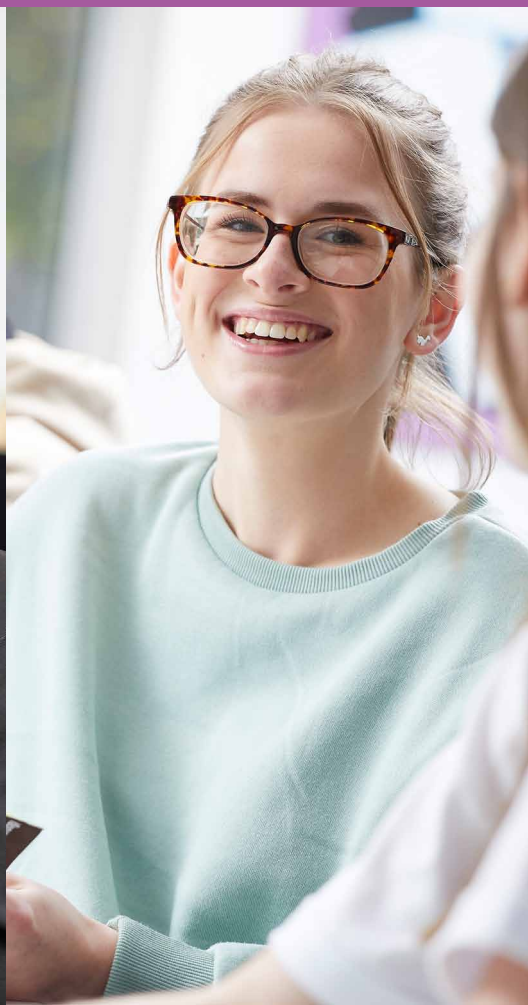




THE CONSORTIUM
ACADEMY TRUST

Shaping Positive Futures



Appointment of Director of Governance



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Executive Summary

The Consortium Academy Trust ('the Trust') is seeking to appoint a Director of Governance, who will take up the post as soon as possible.

This candidate pack sets out the role description and person specification. It also provides background information regarding the Trust.





Message from the Chief Executive Officer

Thank you for your interest in the position of Director of Governance.

Here at The Consortium Academy Trust, we are ambitious about the future - creating learning environments and excellence in teaching and learning that provide our children and young people with the best chance at a successful future. Coupled with this is the commitment, care and investment in our people who we believe are our greatest asset.

Our vision is Shaping Positive Futures as we strongly believe our sole purpose is supporting children and young people to achieve their ambitions. This vision gives us a shared sense of purpose and direction and is something we are all proud to be a part of.

Across our community of nine schools our people are doing remarkable things by being fully engaged in work that transforms lives, supporting children and young people to grow in confidence and develop into citizens we are proud of.

Our community of leaders, teachers and support staff work collaboratively to tackle some of society's most critical challenges.



Our values – aspiration, respect, integrity and responsibility – harness our belief that it is not just what we do, but how we do it that makes a difference. These values reflect who we are and how we work to create a culture for success, as we continue to evolve to ensure that we meet the needs of our children and young people, colleagues and partners both now and in the future.

With a strong focus on performance and delivering high standards in all that we do, we are looking for inspirational leaders who want to make a difference to drive forward our ambitions – leaders who will work collaboratively with colleagues, children and young people and partners to ensure each child and young person is able to excel and achieve their ambitions. This is a great time to join the Trust as we progress at pace in our next stage of development.

We very much look forward to receiving your application for what will be a stimulating, challenging and professionally fulfilling role. Please do not hesitate to let us know if you require more information.

Yours sincerely,

Lizann Lawson, Chief Executive Officer



Our vision is Shaping Positive Futures as we strongly believe our sole purpose is supporting children and young people to achieve their ambitions.



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Message from the Chair of the Trust

Developing Highly Effective Governance

I am delighted you are interested in the position of Director of Governance.

We are a forward-thinking Trust and understand that the role of strategic governance is critical to our success. This is why one of our strategic priorities is a commitment to develop highly effective governance.

We believe the need for governance exists anytime a group of people come together to accomplish an ambition and it is a great privilege to come together to provide excellent education for our children and young people.

As a Trust, we are more autonomous in our decision making and therefore governance is essential. We have talented members of the Trust Board and Local Governing Boards who have the interests of children and young people front and centre. The Director of Governance will

play a critical part in ensuring we continue to be effective, accountable and ethical.

As the main task of governance is to advance education for public benefit and ensure that decisions taken by trustees, governors and executive leaders are always in the best interests of children and young people, the Director of Governance will be responsible for keeping the 'conscience' of the Trust by providing independent, high quality advice and guidance on statutory, constitutional, operational, procedural and ethical issues.

Join us as we embark on our next stage of development. We very much look forward to receiving your application for what will be a dynamic and strategic role that will strengthen our Trust.

Yours sincerely,

Ian Furlong, Chair of the Trust



As a Trust, we are more autonomous in our decision making and therefore governance is essential.



The Consortium Academy Trust –

a place to transform lives



Number of schools



Children and young people aged 3 to 18



Total operating income



Current staffing

The Consortium Academy Trust combines six secondary schools and three primary schools, two of which form an all-through school.

The Trust supports almost 8,000 children and young people aged 3 to 18 and has a total operating income of in excess of £40 million. The current staffing base consists of almost 1,300 staff. Together, Headteachers, the Central Team and the Board of Trustees work to ensure an excellent education and learning experience is provided for each and every child and young person.

Our Vision:

Shaping Positive Futures

Our Mission:

We put our children and young people first. We have a supportive, yet challenging environment to allow everyone in our Trust community to:

- flourish and believe that they have every chance of success.
- work together so that they can achieve more than can be done individually.
- work within a supportive culture where taking appropriate risk is seen as a strength.
- be proud of themselves, their peers, our schools, and our local communities.

Our Strategic Priorities:



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Our Values:

Aspiration

We are ambitious, we aim high for ourselves and for others and we believe that we can make a real difference.

Respect

We respect ourselves and each other. We respect our diverse environment and community.

Integrity

We are honest with ourselves and each other. We do things for the right reasons.

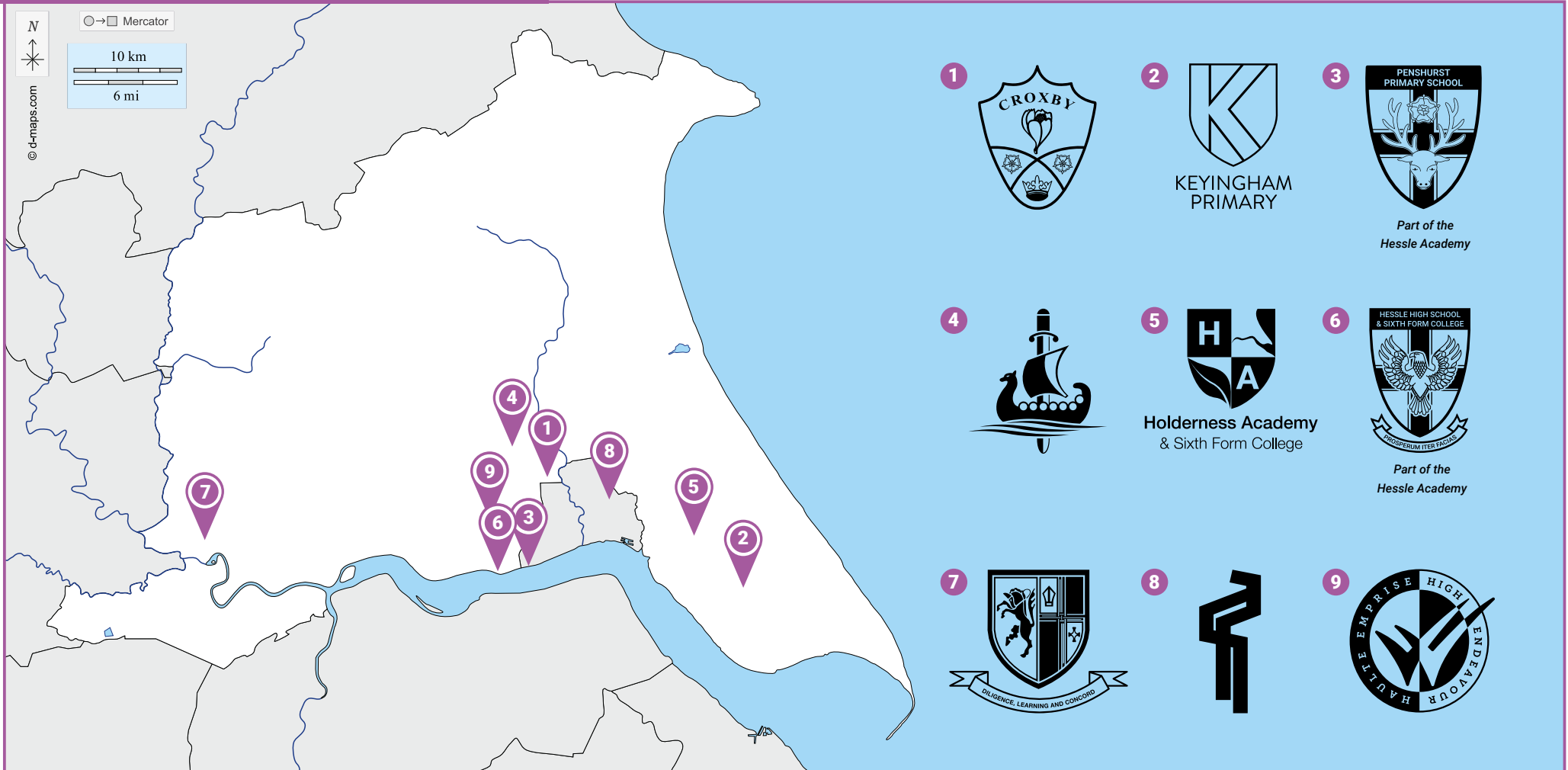
Responsibility

We take responsibility for everything we do and see mistakes as an opportunity to improve and to get things right next time.

Our schools are located across Hull and the East Riding.

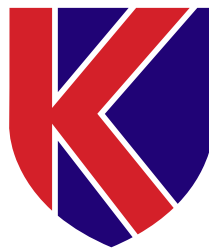
This geographical spread creates accessible opportunities for staff across the Trust to share expertise, practice and resources.

There is a critical agenda in raising the aspirations and attainment levels of children and young people across Yorkshire and the Humber, and the concentration of contribution our Trust provides, in providing children and young people with an excellent education and learning, is integral to achieving this agenda.

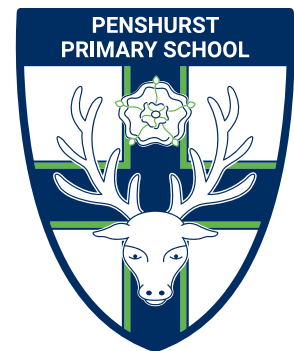


Learn and discover more about our schools through their website.

Primary Schools



KEYINGHAM
PRIMARY



Part of the Hessle Academy

Secondary Schools



Holderness Academy
& Sixth Form College



Part of the Hessle Academy



Working and learning at the Trust

Our Trust community is rich in knowledge. The diverse, inclusive and aspirant nature of it fosters a desire to learn and develop.

In considering whether you wish to be part of our community, it is important you hear from our members.



Being part of TCAT has provided our school with a vital network of support and guidance as we have navigated all that we have faced this year together.



- Deputy Headteacher



I know the decision I made to join TCAT was the right one for me and hopefully for everyone I work with!

- Payroll Manager



In a culture of positive and constructive feedback, I have welcomed observations from all colleagues and used them to refine my pedagogy.

- NQT



The Trust ensure that, as a Head, there is always a network of people who you can turn to for advice and guidance, including other Heads and the central services team.

- Headteacher



Listen to our learners talk about what makes a good teacher.

As we know, teachers are at the heart of ensuring the needs of our children and young people are met. The Directors of Improvement and Standards will invest their time in teacher development so our learners experience great teaching and learning.

Click [HERE](#) to watch





The Wider

Leadership Team



Our 'one organisation' culture is taking shape due to inclusive leadership approaches and collaboration across the central services, school improvement and school leadership teams.



It is an exciting time to join the Trust; with the integration of a number of key appointments to strengthen our school improvement offer and strategic governance, the Trust continues to move from strength to strength.

Our 'one organisation' culture is taking shape due to inclusive leadership approaches and collaboration across the central services, school improvement and school leadership teams.

We are keen to ensure our central services and school improvement functions are of the highest quality, meeting the needs of each of our schools. This team-based approach to service delivery is central to our desire to be innovative, agile and process light to ensure our time is spent on the most impactful activities.

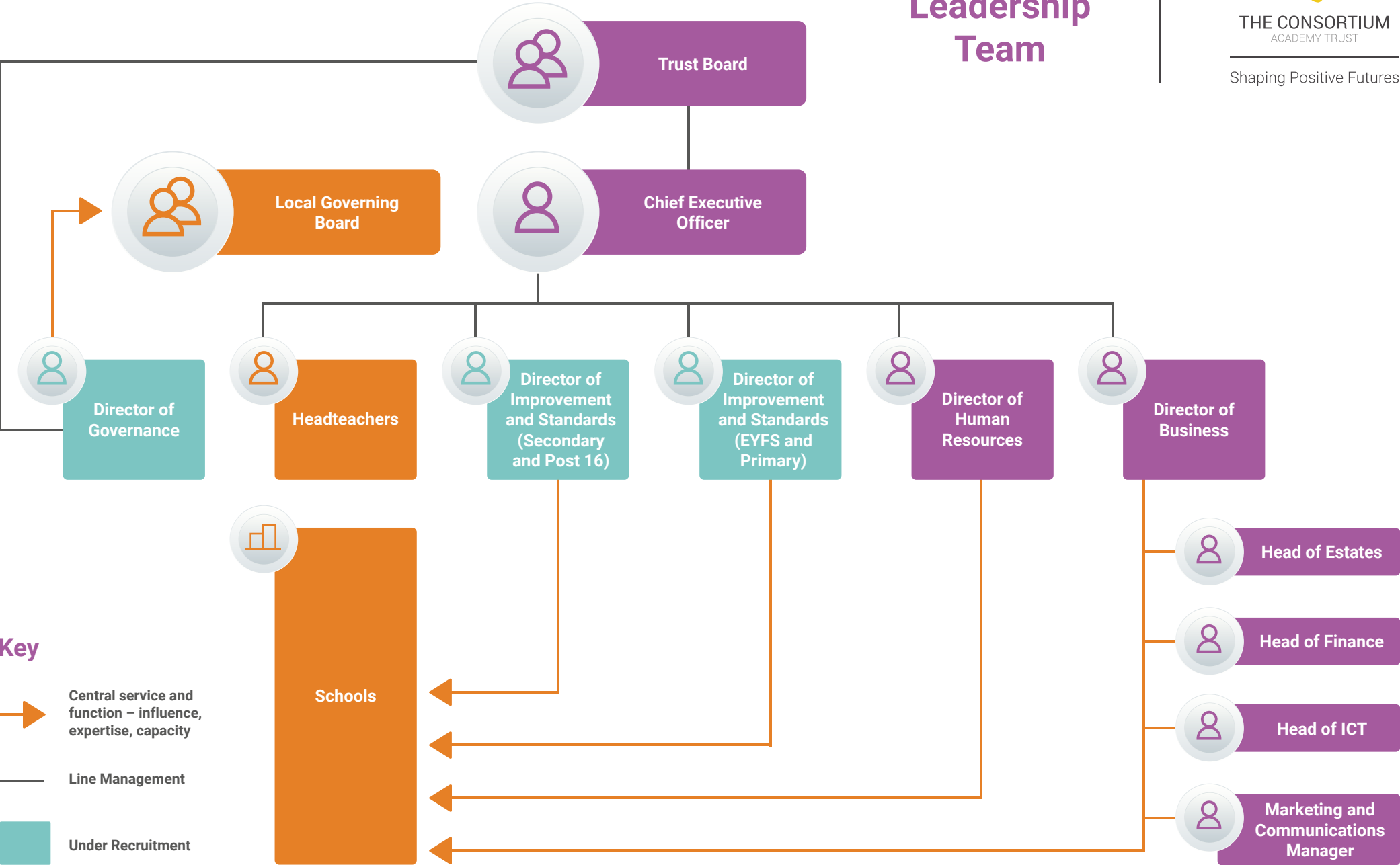
We expect our wider leadership team to be visible and approachable and to manage in a transparent and confident way. The Trust is a people-based business where communication and active staff management is key to success.

The Wider Leadership Team



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Director of Governance

We know from experience that things change throughout the lifetime of a role and so this job description is not a list of everything you will do – this gives our people the chance to play to their strengths.

How you will make an impact:

- Help maintain the ethos of The Consortium Academy Trust by driving our organisational culture forwards and using every opportunity to embed our values.
- Taking responsibility for your own development - that way we can make the biggest impact!
- We are always looking for someone who can contribute to our growth.
- More than anything, we are looking for a team player who puts their heart in to their work. We have some core values that run through everything we do, and we would love it if they resonate with you too.

About the role:

Main purpose of the role:

- The post holder is responsible for keeping the 'conscience' of the Trust by providing independent, high quality advice and guidance on statutory, constitutional, operational, procedural and ethical issues as they affect the Trust Board, its committees and its local governing boards.
- The post holder is accountable to the Trust Board, through the Chair, on all matters relating to his or her duties as an officer of the Trust Board.
- The Governance Professional is a strategic leadership position responsible for ensuring high standards of governance, and as such has the right to attend Strategic Leadership Team meetings as appropriate.
- Provide leadership, advice and support in all governance activities, statutory and regulatory compliance and external governance relations.
- Individually and collectively provide regular advice, counsel and support to all trustees and governors in the successful performance of their role.
- To lead and execute a programme of continuous governance improvement, providing trustees and governors with training and development to enhance their skills.
- To lead and oversee internal audit arrangements for the Trust Board and its committees.
- To lead on Public Interest Disclosures ensuring appropriate and effective controls, policies and processes are in place.
- To support the Trust Board and its members in evaluating their effectiveness and give advice to the Trust Board on developments within the sector.
- To be proactive in keeping abreast of current and emerging guidance and legislation and advising trustees and governors accordingly.
- Taking appropriate action if and when the Trust Board, its Chair or one of its Committees appears to be at risk of acting (or to have acted) outside their powers or to be proposing (or have taken) actions that may be unlawful.

Key accountabilities:

- To promote sound standards of governance and act as a guardian of integrity.
- Review legislative and regulatory developments and advise the Trust Board and Committees accordingly.
- Independently brief the Chair and Trustees on current issues and support liaison between the Chair, the CEO and Trustees.
- To develop and implement an effective and successful Trust wide annual governance plan including a framework for assurance and levels of delegated authority.
- To ensure that the Trust Board has an effective approach to risk identification and management to support the strategic leadership team to effectively deliver strategy.
- Provide advice, counsel and support to the Chair, Vice Chair, Committee Chairs and Senior Team in their respective roles.
- To ensure compliance with corporate governance and other financial and legal regulations.
- Draft all statutory documentation on behalf of the Board.
- Liaise competently and collaboratively with external counterparts, stakeholders and relevant statutory bodies.
- Anticipate and respond effectively to stakeholder requirements.
- Membership of project groups on structure or financing reorganisation, acquisitions and disposals.

About you:

This is the job for you if you hold the following qualifications, experience, knowledge, skills and values:

Qualifications:

Essential

- Relevant degree and/or professional qualification, e.g. The Chartered Governance Institute (formerly ICSA), law, accountancy, audit, business management.

Desirable

- Post qualification experience in Clerking.

Experience, Knowledge and Skills

- Expertise and confidence to operate independently of the Strategic Leadership Team and to provide advice and counsel to the Board which is unbiased and impartial.
- Experience of working in a Company Secretarial or similar senior capacity with exposure to board level interaction.
- High-calibre, confident individual with proven ability to manage complicated projects, excellent drafting skills, high levels of autonomy and a proactive approach.
- Corporate governance experience.
- Management experience.
- A methodical and meticulous approach.
- Ability to prioritise and to keep to deadlines within a challenging environment.
- Ability to rapidly develop confidence and trust with people throughout the organisation.
- Ability to think strategically, anticipating and responding to stakeholder requirements.
- Ability to grasp complex issues and to show sound judgement.
- Ability to quickly assimilate detailed or complex information to provide advice and guidance.
- Ability to lead and manage difficult situations.
- Excellent communication and interpersonal skills, both written and verbal.
- Strong organisational skills and personal resilience.
- A team player who is self-motivated and able to work autonomously.
- Ability to develop strong working relationships and partnerships.

Values and Personal Competencies:

- Committed to the values and vision of the Trust.
- Committed to equality, diversity and inclusion.
- Resilience and confidence to speak truth to power.
- Achieving goals through influence.
- Committed to the Nolan principles.
- Committed to excellent governance.

Further information



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Remuneration

The salary for this role is at scale point 47 c£51k.

Pension

The pension scheme is the Local Government Pension scheme.

Relocation

For those relocating nationally support for associated costs can be discussed.

Continuous Professional Development

The Trust is keen to develop its people and through the annual staff performance and development review, professional development opportunities are explored.

Appointment Process

Applications should consist of a **CV accompanied by a covering letter** addressing the criteria in the role information. Please send your application to:

communications@consortiumtrust.co.uk

Closing date for receipt of applications is midnight on **24 January 2022**. The Director of Governance will be appointed by a formal Selection Committee who will hold a candidate review meeting shortly after the closing date with shortlisted candidates being notified thereafter. Informal questions regarding the post should be directed to the communications team at:

communications@consortiumtrust.co.uk

Prior to application, if you would like an informal discussion with the Chair of the Trust, this will need to be requested via the communications team.

Dates available for this are **Monday 17 January and Tuesday 18 January 2022 between 8am and 6pm**.

The selection will involve a formal presentation and interview on **Monday 31 January or Tuesday 1 February 2022**. Further details of this will be sent to shortlisted candidates in due course.

An appointment will be made subject to satisfactory references, in line with the usual terms and conditions of employment at The Consortium Academy Trust.

Recruitment Statement

We hope that the details provided here will allow you to make an informed decision to allow you to pursue your application for this position and continue with the recruitment process.

The role will be located in Hull and the East Riding. Whilst the Trust's central team is located within the estate of Cottingham High School and Sixth Form College, there is an expectation for travel to each of our schools. Further to this, there is a requirement that the successful candidate will live within commuting distance of the Trust's central location. If this might involve a relocation for you, please discuss this with us and we will provide as much support as possible.





***This is a great time
to join the Trust as
we progress at pace
in our next stage of
development.***





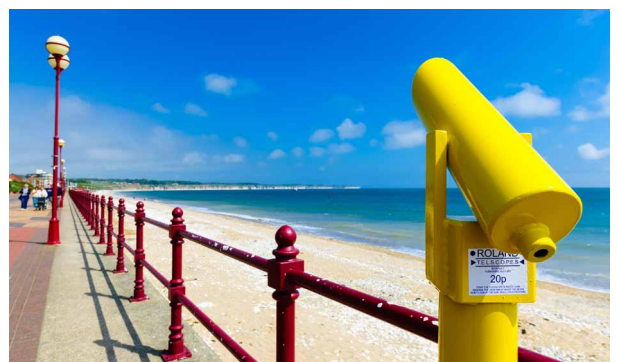
Your life in East Yorkshire

Renowned for its rural and coastal character, making it the ideal place to live if you crave the outdoors, East Yorkshire is a ceremonial county blessed with dramatic coastline and rolling chalk hills.

Although predominantly rural, it's becoming increasingly known as a hotspot for culture. Hull was named as the UK's City of Culture 2017.

East Yorkshire has a strong rural and seaside character. Its coastline has several golden-sand beaches and traditional seaside towns with piers, promenades and fish and chip shops. Towns tend to be small and traditional with period architecture, often with plenty of boutiques, cafés and historical coaching inns. Hull's Old Town also still has its cobbled streets, but redevelopment has filled the rest of the city with new apartment blocks, museums and restaurants.

Beyond the towns is rolling countryside marked by long-distance walking and cycling routes. Locals can also visit the Yorkshire Nature Triangle, the go-to location for spotting wildlife.



Find out more about the region at:
www.marketinghumber.com/region



Hull's Old Town also still has its cobbled streets, but redevelopment has filled the rest of the city with new apartment blocks, museums and restaurants.





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