



ARCHDIOCESE OF BIRMINGHAM
CATHOLIC MULTI-ACADEMY TRUST (CMAT)

Chief Executive Officer **RECRUITMENT PACK**

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WELCOME

Dear Applicant,

On behalf of the Archdiocese of Birmingham, I would like to thank you for your interest in the position of Chief Executive Officer for the new Catholic Multi-Academy Trust (CMAT) being created in the north of the Diocese.

This is a unique and exciting opportunity for an inspirational and experienced practising Catholic servant leader to join us in the creation of this new Trust. In line with the wishes of His Grace, Bernard Longley, Archbishop of Birmingham, the new Trust will be the largest MAT merger in the country. It will combine six established Multi-Academy Companies and seven VA schools. There will be 10 secondary schools, 53 primary schools and 21,500 pupils in a geographical area covering Stoke on Trent, North Staffordshire, Wolverhampton and the Black Country. The successful postholder will be an outstanding strategic leader, who will inspire others and have the expertise to develop and articulate the vision, values and ethos of this new Trust and empower others to do the same.

The Trust will be led by a new strong and effective Board of Directors and executive leadership team. The Board will provide support and challenge to ensure that excellence is achieved for all children, in a safe environment, allowing them to grow and flourish both spiritually and academically.

Christ is at the centre of all that we do. We are therefore seeking a CEO who will ensure that our new Trust builds on the existing strengths of our Catholic families of schools. The successful

candidate will have the expertise, vision and determination to make a positive difference to the lives of everyone in their communities in order to meet the demands of the strong and flourishing multi-academy trust framework.

Working alongside the new Board of Directors, executive leadership team, dedicated CMAT leaders, school Principals/Headteachers, regional advisory groups and local governors, the CEO will work with Diocesan officers to establish the CMAT in preparation for a start date of 1st September, 2025.

The role of the CEO is crucial within our Trust. If you have the experience, skills, passion and drive to succeed in this role, we would be delighted to hear from you.

I hope you find all the information to support your application within the pack and I look forward to hearing from you.

For an informal and confidential discussion, please contact Mark O'Connell in the first instance by emailing academies@bdes.org.uk



Mr S. G. Bell BA (Hons) PGCE MA NPQH
Director of Education
S.Bell@bdes.org.uk

VISION

His Grace, Archbishop Bernard Longley, set out his vision for Catholic education in the Archdiocese of Birmingham on 11th July, 2024. Details of his speech, along with that of the Director of Education, Steve Bell, can be found on the links below:

[Speech given by Archbishop Bernard Longley](#)

[Speech given by Steve Bell](#)

A Strong and Flourishing Catholic Multi-Academy Trust

“I have come that they may have life and have it to the full.” (John 10:10).

Jesus’s words in John’s Gospel express the aim of human life as ‘human flourishing’. The aim of the new Trust is to create an ‘antifragile’ Catholic organisation that will flourish through the alignment of the efforts, resources, skills and knowledge of the 6 multi-academy companies (MACs) and 7 VA schools that will join under the first CMAT. They are located in Stoke, Staffordshire, Wolverhampton and the Black Country. By working together as one organisation, a seamless Catholic educational experience will be enjoyed by every child including those with special educational needs or the disadvantaged. The aim is for the organisation to open on 1st September, 2025.

The new CMAT will provide the very best Catholic education, nurturing the hearts, minds, and souls of our pupils, staff and the parishes and communities it will serve. The CMAT’s performance will be reviewed against the Strong and Flourishing Catholic Multi-Academy Trust framework that is attached. Reviewing performance against this framework will enable the CMAT’s Board and Executive Leaders to fully articulate their mission in Catholic education and it will provide a secure footing for the provision of authentic Catholic education for all pupils in the north of the Archdiocese.



Common Strategic Approach

The Archdiocese is dedicated to building flourishing communities where strong Catholic values are instilled, and every child is empowered to thrive. Guided by the principles of Catholic Social Teaching and participation in social action, the Archdiocese is committed to creating a future where every child has the opportunity to reach their God-given talents and to contribute meaningfully to the world that God has created.

Charism of Governance

At the heart of our collective mission is the belief that governance is the key to fostering a strong and flourishing CMAT. Effective governance is not merely about administrative processes, but rather a transformative force that shapes the ethos and culture of the CMAT and its schools. Through good governance structures and practices, the CMAT and its schools, with the support of the Archdiocese, seek to cultivate environments where the values of compassion, justice, and solidarity are not only taught but lived out daily. Subsidiarity plays a key role in any flourishing system. Schools know their communities best and are able to respond to local needs. The flourishing CMAT will embrace excellent examples of subsidiarity as a strength in the system.

Preferential Option for the Poor

Central to our ethos is the Catholic Social Teaching principle of the preferential option for the poor. Inspired by the words of Pope Francis, who reminds us that "In a world where there is so much wealth, so many resources to feed everyone, it is unfathomable that there are so many hungry children, that there are so many children without an education, so many poor persons." The successful candidate will share our desire to prioritise the needs of the most vulnerable members of the community. There will be a clear commitment to social justice to ensure that every child, regardless of background or circumstance, has access to the transformative power of education. The CMAT and its schools will provide a flourishing inclusive Catholic education system that is anchored in serving the needs of the whole community as they embody Catholic Social Teaching and participation in social action.

Achievement of the Articles of Association

The new Trust will be a family of Catholic schools that exist to achieve the object of advancing the Catholic religion by such means as the Diocesan Bishop may think fit and proper. Therefore, centrality of the Archbishop of Birmingham is key to the successful operation of the CMAT.

CHIEF EXECUTIVE OFFICER

New Catholic Multi-Academy Trust

The Archdiocese of Birmingham invite applications for this position, to commence Easter 2025, or earlier. We are looking for an outstanding, dynamic, innovative and visionary Catholic servant leader to lead this new Trust of 63 schools by example and with wisdom. The successful candidate will, with a sense of hope and optimism, provide a strategic direction and educational leadership to take our schools forward into the future.

We want an inspirational leader who:

- is a practising Catholic;
- is passionate about improving the life chances of all children and young people;
- has proven leadership and management skills within diverse and complex organisations;
- has substantial experience in, and an understanding of, the education sector;
- has a proven successful track record of raising standards;
- will inspire, motivate, challenge, form and encourage staff;
- will enable every child to reach their highest potential;
- will nurture the spirituality and wellbeing of staff and the community.

We can offer:

- Dedicated staff working across the Trust;
- Committed school leaders and staff in the 63 successful schools;
- Supportive and challenging Trust Board of Directors;
- Supportive relationships with the Archdiocese of Birmingham;
- A strong support network and an environment that strongly encourages CPD and formation.

Please contact Mark O'Connell for a further discussion with regard to the post. He can be reached at academies@bdes.org.uk or telephone **07984 528321**.

Closing Date:

Monday 25th November, 2024 at 4pm

Interview Dates:

Tuesday 17th and Wednesday

18th December, 2024

The Archdiocese of Birmingham is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post will be subject to a satisfactory Enhanced Disclosure and Barring Service check.

OUR ACADEMIES

Announcement by His Grace, Archbishop Bernard Longley, on 11th July 2024 of the MACs and VA schools forming the first CMAT:

CMAT1

Existing MACs

All Saints Catholic Collegiate
Christ The King Catholic Collegiate
Newman Catholic Collegiate
Painsley Catholic Academy
St Francis and St Clare Catholic MAC
St John Bosco Catholic Academy

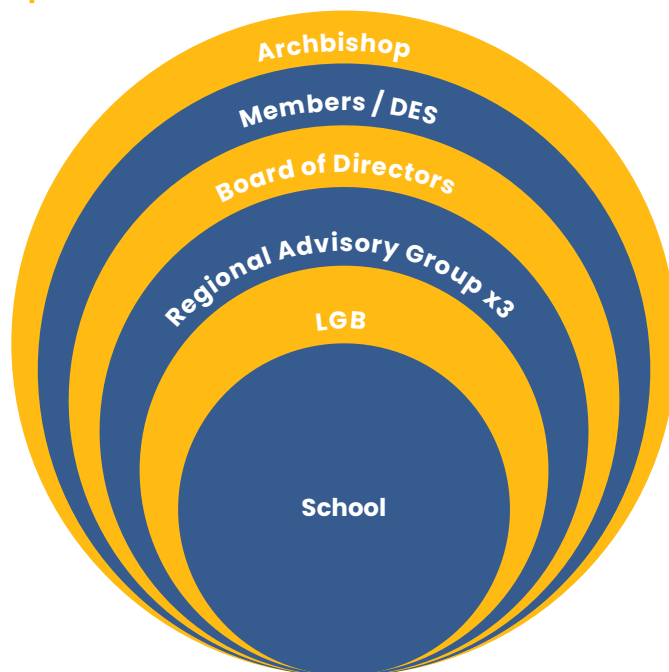
Current VA schools

Holy Name Catholic Primary School, Great Barr
St Bernadette's Catholic Primary School, Wombourne
St Joseph's and St Teresa's Catholic Primary School, Chasetown
St Joseph's Catholic Primary School, Hednesford
St Joseph's Catholic Primary School, Rugeley
St Mary's Catholic Primary School, Cannock
St Thomas More Catholic Primary School, Gt Wyrley

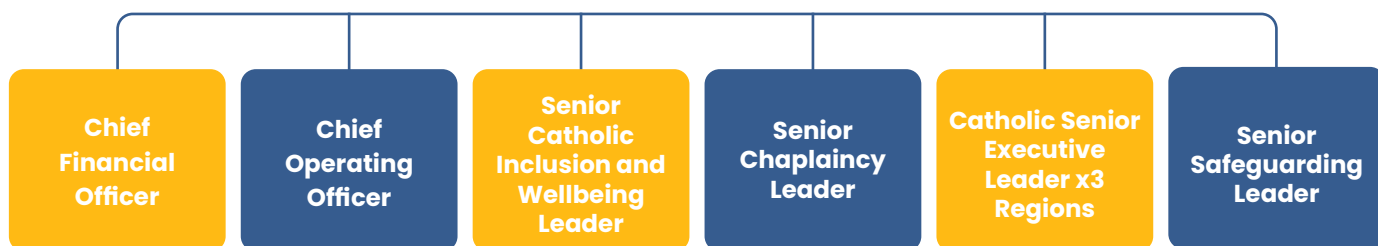
Pupil numbers 21, 646 (2023 census)

Map Link: <https://birmingham.dioce.se/SchoolMap>

THE MAT STRUCTURE



CEO



JOB DESCRIPTION

Post Title:

Chief Executive Officer

Salary:

Highly competitive to recruit the best

Job Purpose:

To provide dynamic and strategic leadership to the Trust. To undertake the responsibility of the Accounting Officer.

Job Purpose:

1. To promote the Catholic ethos and vision of the Trust, ensuring this aligns with the Diocesan ethos and vision, and be able to present it to a wide range of audiences.
2. Uphold the Catholic ethos of the Trust.
3. To follow, in line with the Articles of Association, Bishop's directives, diocesan protocols, Strong and flourishing CMAT framework and Bishop's Memorandum, all directions and guidance issued by the Archbishop or his appointed representatives.
4. Hold and articulate Catholic doctrine, values and moral purpose, focused on providing a world-class Catholic education for all children and young people.
5. To safeguard and promote the welfare of children for whom you have responsibility or come into contact with, to include adhering to all specified procedures.
6. To be the strategic leader for the Trust in order to build a resilient organisation capable of meeting future opportunities and challenges.
7. To provide Christ-centred motivational, inspirational, inclusive leadership at all levels.
8. To hold line management responsibility for the Trust's executive leadership team, CSELs and, where required, principals in the Trust.
9. Working with the Executive Leadership team, plan, lead and manage the performance appraisal cycle of the staff within the context of a People Strategy that develops an inclusive and diverse workforce for the future. This includes the development of appropriate staffing structures to maintain resilience and high standards as well as the future supply of Catholic leaders.
10. To ensure compliance with the requirements of the Master Funding Agreement and Supplemental Funding Agreements for the Trust.
11. To ensure compliance with the Trust Scheme of Delegation.
12. To provide dynamic and strategic direction and leadership for teaching and learning in the Trust, delivered through the CSELs, executive leadership team, and principals.
13. To be wholly accountable for all aspects of standards and governance across the Trust and act as principal adviser to the Trust Board of Directors on all areas of provision across the Trust.

14. To be the Accounting Officer for the Trust, personally responsible for the propriety and regularity of the public finances.
15. Be proactive in addressing the priorities of the Trust and take the lead on the Trust strategic plan.
16. Be the main point of contact for the Archdiocese, Regions Director, DfE, local authorities, and other key bodies in respect of all aspects of the Trust.
17. Oversee the planning of the Trust budget and the deployment of resources across the Trust to ensure best value and solvency.
18. Hold line management responsibility for the executive leadership team.
19. Act as an ambassador for the Trust in developing partnerships and collaborations with other public sector organisations and stakeholders that promotes a positive profile of the Trust and enhanced offer for its pupils.
20. Take a leading strategic role in developing and delivering key plans and documents such as the Trust's long term strategic plan, evaluation against the framework, school self-evaluation and school improvement plans.
21. To lead the Trust in achieving excellence with a focus on continuous improvement and raising standards.
22. Be responsible for meeting the demands of changing legislation, new initiatives and changing practice.
23. Promote the status and the ethos of the Trust with all stakeholders.
24. Build and maintain strong and effective relationships with the Archdiocese, headteachers, parents, staff, pupils, directors, Regional Advisory Groups, governors and parishes across the Trust.
25. Support the need for effective communication, both internal and external to the Trust, including liaising with the local and national media when necessary.
26. Ensure equality of opportunity for all.
27. The postholder must carry out their duties with full regard to the public sector equality duty in the terms of employment and service delivery to ensure that colleagues are treated, and services delivered, in a fair and consistent manner.
28. To comply with health and safety policy and systems, report any incidents / accidents / hazards and take a pro-active approach to health and safety matters in order to protect both yourself and others.
29. These duties are neither exclusive, nor exhaustive and the postholder will be required to undertake other duties and responsibilities which the Board of Directors may determine.

This is not a complete statement of all duties and responsibilities of this post. It contains only the facts necessary to rate this standard job at the resultant responsibility.

This post requires an enhanced DBS disclosure.

The successful applicant will be subject to relevant vetting checks before an offer of appointment is made.

The applicant may also be subject to rechecking as appropriate

CHIEF EXECUTIVE OFFICER AND ACCOUNTING OFFICER

1. Catholic Life and Mission/faith commitment

Essential

- A practising Catholic servant leader who is committed to the Diocesan vision, Bishop's directives, protocols and the use of the Strong and Flourishing CMAT framework.
- Understanding of the distinctive nature of the flourishing, fully inclusive Catholic school, Catholic multi-academy trust (CMAT) and Catholic education in making Christ known to all people.
- Committed to the Catholic life and mission of the schools including through effective chaplaincy, and prayer and liturgy.
- Understanding of the CMAT's role in supporting a flourishing partnership with the parish and wider community and in promoting community cohesion.

Desirable

- Evidence of participation in the faith life of the community.
- Experience as a CEO of a flourishing Catholic multi-academy trust.
- Evidence of successful inclusion for all God's children and young people.

2. Qualifications

Essential

- Educated to degree level.

Desirable

- Postgraduate/professional level qualification in educational leadership.
- Catholic Certificate of Religious Studies or equivalent.
- CEO development programmes.
- Ofsted/CSI inspection training.

3. Experience

Essential

- Experience as an effective CEO or equivalent role.
- Substantial, successful experience in leading a multi-academy trust that is based on effective communication.
- Demonstrable leadership skills of stamina, personal flexibility, resilience, integrity and self-awareness.
- Evidence of enhancing the life chances of children and young people so they realise their potential.
- A proven record of excellent relationships with staff and governance.
- The ability to listen and act upon constructive feedback from stakeholders.

Desirable

- Experience as an effective CEO in a flourishing Catholic multi-academy trust/company.
- Extensive successful experience of primary and secondary education.
- Teaching experience and senior school leadership in one or more schools.
- Development of a leadership style that is engaging, approachable, inclusive, motivating and adaptable to others.

4 Professional Development

Essential

- Evidence of continuing professional development and formation relating to MAT and school leadership, and curriculum/teaching and learning.

Desirable

- Evidence of continuing professional development and formation specifically relating to Catholic ethos, mission and religious education.
- Experience of working with other MATs/schools/organisations/agencies.
- Experience of leading/co-ordinating professional development and system leadership opportunities at scale.
- Ability to identify own learning needs and to support others in identifying their learning needs.



5 Strategic Leadership

Essential

- Ability to articulate and share a vision of Catholic education within the context of the mission of the Archdiocese of Birmingham that is based on the principles of Catholic Social Teaching.
- Evidence of having successfully translated vision into reality at MAT level through excellent relations with governance and school staff.
- Evidence of successful strategies for planning, implementing, monitoring and evaluating MAT/school improvement through the effective use of data.
- Ability to operate in a spirit of fraternity resulting in productive relationships with all stakeholders including directors, governing bodies and clergy that are built on trust and shared ownership.
- Knowledge of what constitutes quality in educational provision for all pupils.
- Understanding of the importance and balance of solidarity and subsidiarity.
- Understanding of, and commitment to, promoting and safeguarding the welfare of pupils.

Desirable

- Knowledge of the role of governance in a Catholic context.

6 High Quality and Inclusive Education

Essential

- A secure understanding of the requirements of the National Curriculum and associated statutory requirements.
- Committed to inclusion and wellbeing including for those children with SEND, the disadvantaged and the marginalised.
- Successful experience in creating an effective learning environment and in developing and implementing policy and practice relating to behaviour management, wellbeing, mental health, attendance and inclusion.
- Knowledge of a range of successful teaching and learning strategies to meet the needs of all pupils, especially those with SEND and the disadvantaged/marginalised.
- Understanding of the importance of adaptive and responsive teaching resulting in teachers feeling confident to teach all pupils.
- A secure understanding of assessment strategies and the use of assessment to inform the next stages of learning.
- Experience of effective monitoring and evaluation of teaching and learning.
- A track record of at least good outcomes for all pupils.

Desirable

- A secure understanding of the requirements of the religious education directory.
- Understanding of successful teaching and learning in religious education across the key stages.
- Evidence of collaboration with other schools, MATs, local authorities, parishes, deaneries and dioceses.
- Experience of coaching staff

7 Catholic Workforce/School Improvement

Essential

- Evidence of leading an organisation in which people feel they belong and are supported.
- Ability to delegate work and support colleagues in undertaking responsibilities.
- Understanding of the importance of fostering a supportive working environment by managing staff workload, prioritising wellbeing and taking action to support all staff.
- Successful involvement in staff recruitment/induction.
- Experience of performance management and supporting the continuing professional development and formation of colleagues.
- Committed to monitoring workload, wellbeing and staff formation and professional development.

Desirable

- Evidence of leading a flourishing culture of continuous improvement through a codified model of school improvement.
- Experience of establishing a culture that values innovation, creativity, openness and trust.
- Demonstrable skills in conducting research to inform evidence base decision making.
- Evidence of promoting, forming, collaborating, and supporting staff to build an Apostolic Core.
- Evidence of strategies being informed by a secure understanding of the views/needs of pupils/parents/carers/staff, parishes and the wider community.
- Involvement in the Golden Thread programmes for staff development.
- Evidence of leading a knowledge-building organisation.

8 Finance and Operations

Essential

- Evidence of the effective use of finances and resources to enable a MAT achieve its mission and educational priorities.
- Evidence of budget planning and resource deployment in order to achieve an ethical, effective and efficient use of resources.
- Evidence of the successful use of financial data and intelligence in overseeing a stable, accurate and sustainable long-term financial strategy.
- Evidence of a clear approach to delivering value for money through effective budgeting and risk management.
- Understanding of the importance of a capital strategy, which includes the buildings, digital infrastructure and technology.
- Evidence of the successful implementation of policies and robust processes to minimise risk of fraud, data breaches and financial mismanagement.

Desirable

- Evidence of successful strategies to ensure all pupils move from a Catholic primary to a Catholic secondary school.

NOTE:

- Directors/Advisory Group members are advised to focus on determining whether the candidates meet the requirements in relation to the eight broad categories, rather than in relation to the individual criteria that are used to illustrate them.
- The criteria may be evidenced across a broad continuum, ranging from evidence that is minimal through to evidence that is substantial and secure.
- It is expected that evidence of meeting these criteria will be gathered from scrutinising the candidate's application and observing all the various aspects of the interview process.

TERMS AND CONDITIONS OF EMPLOYMENT

Catholic Ethos

In carrying out your duties you shall have regard to the Catholic nature of your employment, and you shall not do anything in connection with your employment that is in any way contrary or prejudicial to Catholic principles of morality or practice or which might bring either the Catholic Church in general, or the Archdiocese, or the CMAT, into disrepute.

Salary Grade

Salary and holiday entitlement are negotiable.

Place of work; Visibility is central to this role. Therefore, you will be required to work in the central / regional team offices and visit schools as required as well as having the flexibility to ensure that the role is carried out effectively.

Working Hours

You will be expected to work the hours to meet the demands of the post. It is recognised there will be fluctuations with this work especially during school term time.

Holidays

Your holiday entitlement will be negotiated. Any holidays must be taken during school holiday periods.

Payment

Staff are paid monthly in arrears by credit transfer. There will be an annual review of salary linked to performance. The annual review will be undertaken in line with the requirements in the Academy Trust Handbook and the new Trust Pay Policy.

Notice: Your notice period will be 12 months.

Pension

You will be automatically enrolled on either the Local Government Pension scheme or the Teachers' Pension Scheme depending on your current pension plan.

General

The successful candidate will be required to complete a medical form.

The successful candidate will be required to provide proof of eligibility to work in Great Britain in accordance with the Asylum and Immigration Act 1996, before employment may commence.

An enhanced disclosure from the Disclosure and Barring Service will be requested in the event of a successful application.

DIOCESAN STATEMENT ON EQUAL OPPORTUNITIES IN EMPLOYMENT

The Diocesan Education Service for the Archdiocese of Birmingham is committed to ensuring that matters concerning appointments, including promotions, are dealt with in a fair and just manner.

The panel believe that the principle of equal opportunity in selection is consistent with social justice and good personnel practice. This is in keeping with our Catholic aim to recognise the dignity and worth of all who work or apply to work in our organisations.

Our selection processes aim to select the best applicant assessed against the criteria for the post. We are subject to the law of the land and acknowledge our commitment to conducting our affairs in accordance with the law.

The Catholic community maintains schools which have, as part of their character, a duty to provide religious education and a requirement that those schools be conducted in accordance with the rites, practices and traditions of the Roman Catholic faith.

SAFEGUARDING STATEMENT

The Archdiocese of Birmingham is committed to safeguarding and promoting the welfare of children and young people along with staff and volunteers who support the provision of flourishing Catholic education in our schools. This postholder will be subject to a satisfactory Enhanced Disclosure and Barring Service check, confirming that they are not on the children's barred list, which lists individuals who are not allowed to work with children. This check will also

include confirmation that you are not prohibited or restricted from taking part in the management of an education setting including schools, academies, and free schools (known as a Section 128 check).

All relevant vetting checks will be undertaken before an offer of appointment is made. The Archdiocese of Birmingham reserve the right to conduct additional checks as appropriate.

EQUALITY ACT 2010 – REASONABLE ADJUSTMENTS STATEMENT

We understand that some disabled applicants may, due to the nature of their disability, find some parts of the recruitment process challenging. We aim to ensure that all applicants are provided with the same opportunities during the recruitment process and, to that end, we strive to comply with the duties placed upon us to make reasonable adjustments as prescribed by the Equality Act 2010.

Should you have a disability and require a particular adjustment to be made to allow you to fully participate in the recruitment process, please ensure that this is made known to the person identified in the Invitation to Interview Letter when confirming your availability to attend interview. Our duty to make reasonable adjustments only applies where we know about, or ought reasonably to know about, your disability so it is important that you provide this information to us (details for the relevant person to contact will be provided in your Invitation to Interview Letter).

Below is a non-exhaustive list of some of the types of adjustments that we may make to ensure that the recruitment process is fair to all applicants, if it is reasonable to do so in all the circumstances:

- Modification to Documentation – this may include providing documents in large print, in Braille format or in audio format and/or providing oral instruction on documentation for those applicants with a learning disability;
- Modification of procedures for testing and/or assessment – this may include allowing an applicant to provide oral answers as opposed to written where the applicant has, for example, a disability which affects their manual dexterity. Conversely, an oral test may be completed in writing where the applicant has a disability which affects their speech;
- Provision of a Reader for a visually impaired applicant;
- Provision of Auxiliary Aids – for example, a person to guide a visually impaired applicant around the interview venue;
- Provision of special equipment – for example, adapted keyboards for applicants whose disability may affect their manual dexterity and/or large screen computers for applicants with visual impairments;
- Provision of a Sign Language Interpreter for an applicant with a hearing impairment;
- Provision of vehicle parking as proximate to the interview venue as reasonably practicable for an applicant with a mobility impairment;
- Modification of interview premises – for example, in order to ensure that an applicant who uses a wheelchair can gain access to the building where the interview is being held, the school / academy / college may consider using ramps, holding interviews on the ground floor (if there is no adequate lift), considering the placement of furniture and rearranging if necessary etc.



ARCHDIOCESE OF BIRMINGHAM
CATHOLIC MULTI-ACADEMY TRUST (CMAT)