



Communitas Education Trust

Finance Lead

Grade 8 £30,615.00 to £36,618.00 FTE (dependent on experience)

Working hours: 36 hours per week, 42 weeks per year plus holiday

Contract duration: Permanent

Start date: September 2022

Closing date for applications: Monday 11th July 4.00 pm

Interview date: Week beginning 11th July

Main expectations of the role:

This is an exciting opportunity to join the expanding Communitas Education Trust. We are looking for an enthusiastic Finance Lead, ideally with previous experience of school finance, to provide financial support to two of our schools - **Childeric Primary School and Goose Green Primary School**.

The ideal candidate will be:

- Experienced in an education accountancy / finance setting
- Experienced in providing excellent customer service and working with a variety of stakeholders
- Self-motivated and a strong communicator
- Excellent numeracy and strong computing skills including Excel and Word
- Committed to the ethos of the schools of high expectations
- Willing to work as part of a team
- Willingness to develop within, and expand the role

We can offer:

- Supportive staff, trustees and governance
- Opportunities for continuing professional development
- Strong school partnerships across the trust
- A friendly and supportive working environment
- The opportunity to contribute to an innovative and growing organisation

Please complete the attached application form and return to ntaylor20.209@lgflmail.org or send by post to reach Childeric Primary School before 4.00 pm on the 11th July 2022.

COMMUNITAS is an equal opportunities employer and we are committed to safeguarding and promoting the welfare of children and expect all staff to share this commitment. The post is subject to an enhanced DBS check, references and health check.