

Schools Finance Officer Opportunity

The Oxford Diocesan Schools Trust (ODST) is seeking to appoint a Schools Finance Officer to support its growing family of schools.

This is a great opportunity for an individual who has strong financial management/ planning skills and who will be able to maintain effective and robust financial systems.

Working closely as part of a small team based in modern offices near Oxford, the successful candidate will

- Ensure provision of an effective finance support service to ODST schools;
- Support the central ODST team to develop and improve standards and systems of work;
- Build and maintain effective relationships with a range of stakeholders.

We will offer you the opportunity to play a leading role in one of the largest Diocesan Multi-Academy Trusts in the country, with 23 member schools across Oxfordshire and Berkshire, and exciting plans for growth.

Salary range: £29323- £31601 FTE plus eligibility for membership of the Local Government Pension Scheme. This is a full-time position although there may be some flexibility for the right candidate.

The closing date for applications is Sunday 11th June 2017.

Interviews to be held on Wednesday 21st June.

For an informal discussion, please contact David Locke (Chief Operating Officer) on 01865 208289 or Mark Jones, HR Manager, on 01865 208278.

To apply please complete an application form, available at www.odst.org.uk/vacancies and return it to recruitment@oxford.anglican.org by the closing date.

An enhanced DBS Disclosure will be required for this position.