

ACADEMY BUSINESS MANAGER**Grade 14, Scp 45 – 47****Salary £41,073 - £42,951****36 hours per week, Full time**

An exciting opportunity has arisen to join STEP Academy Trust as an Academy Business Manager responsible for La Fontaine Academy. As part of the Senior Leadership Team, you will provide strategic and operational leadership, and be responsible for the planning and management of Finance, Personnel, Premise, and Administrative and Resource Management.

As part of STEP Academy Trust, you will be joining an ambitious and inspirational organisation, which strives to achieve the best possible outcomes for its pupils.

We can offer you:-

- A positive ethos where every staff member, child and parent/carer is valued;
- A dedicated leadership and business team who are committed to supporting colleagues;
- Excellent opportunities for professional development across the Trust;
- A friendly and welcoming working environment.

The successful candidate will:-

- Have a relevant professional or academic qualification;
- Already have relevant experience, and is looking for career progression;
- Have strong communication and interpersonal skills;
- Have excellent organisational and analytical skills;
- Have drive and commitment to achieve continuous improvement .

Visits to La Fontaine Academy are encouraged. To arrange a visit, or for further information about the role, please contact Dr Sebastien Chapleau, our Headteacher, at headteacher@lafontaineacademy.org.

To apply, please complete the application form with a supporting statement and return by email to careers@lafontaineacademy.org.

STEP Academy Trust believes that its workforce should reflect the local community and that all groups within the community should have equal access to the Trust's employment opportunities. We are an equal opportunities employer and welcome applications from all suitably qualified persons regardless of their race, sex, disability, religion/belief, sexual orientation or age.

STEP Academy Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and we expect all staff and volunteers to share this commitment.

This post is subject to a satisfactory Enhanced DBS Check and references.

Tenable: Easter 2017

Closing date: 4pm Friday 20th January, 2017

Interviews: Tuesday 24th January, 2017