



**STEP Associate Business Advisors - Finance  
Across South London and East Sussex  
Full time 36 hrs per week, all year round  
Competitive salary  
Required for Spring 2022**

**Passion – Urgency – Positivity – Aspiration – Commitment**

STEP Academy Trust is an exciting, dynamic place to work that can offer great opportunities to the right candidate. If you are ready to take the next step in your career, join us as we 'Strive Together for Excellence in Partnership'.

We are looking to appoint Associate Business Advisors with a focus on finance to join our Central Team. We can offer you:

- enthusiastic children, who are keen to learn;
- a dedicated leadership team, who are committed to supporting and developing colleagues;
- excellent professional development and promotion opportunities;
- membership to Perkbox discount scheme;
- subsidised private health care with Benenden;
- a free school lunch when working in school.

Our ideal candidate will have:

- a sound knowledge of budget management and resource planning along with a practical knowledge of different avenues of funding;
- Have strong communication and interpersonal skills;
- Have excellent organisational and analytical skills;
- Have drive and a commitment to achieve continuous improvement;
- An ability to engage with a range of colleagues to further the Mission of STEP.

You are welcome to contact us for an informal discussion about this post prior to application, please contact Nicki Gillespie [nicki.gillespie@stepacademytrust.org](mailto:nicki.gillespie@stepacademytrust.org) to make arrangements. The Job Description/Person Specification and STEP Application Form can be downloaded from the STEP website – [www.stepacademytrust.org](http://www.stepacademytrust.org)

Completed application forms with supporting statements written in line with the person specification should be returned by email to [centralrecruitment@stepacademytrust.org](mailto:centralrecruitment@stepacademytrust.org) - CVs are not accepted.

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. Applicants must hold the right to work in the UK.

**Applications will be considered upon receipt and successful candidates will be contacted for interviews.**

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 an Enhanced DBS check and satisfactory references.