



THE
**STAFFORDSHIRE
SCHOOLS**
MULTI ACADEMY TRUST

WE NEED YOU!

Do you want to make a difference and volunteer for the greater good of all the children across 7 schools in our Academy Trust?

If your answer is yes then you may wish to apply to become a Director of our Board at The Staffordshire Schools Multi Academy Trust (TSSMAT).



Join Us

We would love to hear from you if you are interested in making a difference for the children in our schools. TSSMAT is keen to recruit to our Board of Directors (also called Trustees) and encourage volunteers from diverse backgrounds to build on our inclusive culture and represent the communities we serve. We welcome applications from everyone.

We have a few vacancies on our Board of Directors and, whilst we would be interested in speaking to anyone who may be interested in being a Director bringing educational or business management expertise, we are specifically looking for people with legal or financial backgrounds or interests.

Additionally as our Directors are approved by The Lichfield Diocese Board of Education, potential candidates need to be clear that they are able to uphold the Christian values of our Trust.

The Board of Directors

Directors are both Company Directors and Charity Directors as academies have the legal status of both a Company and a Charitable Trust. The Board of Directors is the decision-making body of the Trust and is accountable and responsible for the academies (schools) in the Trust. The Board of Directors manages the business of the multi academy Trust and may exercise all the powers of the Trust in compliance with its charitable objects, company and charity law.

The core functions of their role are ensuring clarity of vision, ethos and strategic direction; holding executive leaders to account for the educational and financial performance of a charitable company funded by the public purse.

The following offers information regarding the role of the Director:

This video by the NGA provides information on the role of school governors and Directors.

https://youtu.be/mRqJ_bFipHk?feature=shared

General duties

- Ensure the clarity of vision, ethos and strategic direction of the Trust.
- Hold executive leaders to account for the educational performance of the Trust and its pupils, and the performance management of staff.
- Oversee and ensure effective financial performance.
- Comply with the Trust's charitable objects, company and charity law, and with the Trust's funding agreement.
- Act in accordance with the Trust's articles of association.
- Apply the highest standards of conduct, in line with the Board of Directors Code of Conduct.
- Adhere to the key features of effective governance as set out in the Academy Trust Governance Guide.
<https://www.gov.uk/guidance/-governance-in-academy-Trusts>

Structures

- Take part in Trust board meetings and any other committees as required.
- Approve a written scheme of delegation of financial powers.
- Delegate functions to committees as required.

Compliance with education legislation and guidance

- Follow the latest version of the Academy Trust Handbook.
<https://www.gov.uk/guidance/academy-Trust-handbook>.
- Ensure all school policies are compliant with government guidance and legislation.
- Maintain a strong awareness of key government guidance and legislation, e.g. 'Keeping children safe in education' <https://www.gov.uk/government/publications/keeping-children-safe-in-education--2> (KCSIE).
- Ensure staff members have an understanding of education guidance and legislation relevant to their role.
- Ensure all staff members undergo the training relevant to their position in accordance with statutory requirements.
- Safeguard and promote the welfare of children.
- Ensure all staff members have undergone the appropriate DBS check relevant to their role.

Finance

- Appoint relevant staff, including the accounting officer and chief financial officer (CFO)
- Ensure regularity and propriety in the use of the Trust's funds.
- Ensure value for money and achieve economy, efficiency and effectiveness in the use of the Trust's funds.
- Take ownership of the Trust's financial sustainability and its ability to operate as a going concern.
- Take part in the approval of a balanced budget for the Trust.
- Ensure management accounts are shared with the Chair of Trustees monthly.
- Ensure decisions about executive pay follow a robust evidence-based process reflecting the individual's role and responsibilities.
- Ensure the Trust's approach to pay is transparent, proportionate and justifiable.
- Appoint an audit and risk committee to advise on the adequacy of the Trust's controls and risks.
- Submit audited accounts to the ESFA by 31 December.
- Ensure an appropriate, reasonable and timely response is given to findings by auditors.

Communication and relationships

- Declare and manage conflicts of interests.
- Be even-handed with related parties.
- Communicate to the Board of Trustees any areas for concern.
- Attend, and actively participate in, Trust board meetings.
- Provide challenge to executive leaders.

- Listen to the views of pupils, parents, staff members, the local community and other key stakeholders regarding certain aspects of the Trust.
- Communicate anything specific relating to your governance responsibilities to the wider Trust Board.
- Establish and maintain good working relationships with other Trustees and work effectively as part of a governance team.
- Work in partnership with the executive leaders and other Trustees to improve educational outcomes for pupils.
- Provide accurate and considered feedback to the Board, executive leaders and members as required, based on knowledge and experience.
- Ensure that effective communication is maintained with other members of the Board.
- Ensure members of the Trust community are kept up to date with developments that may impact them without breaching confidentiality.

Monitoring

- Use pupil achievement data to assess how well pupils are performing academically.
- Use a range of data to ensure standards remain high such as achievement, attendance etc.
- Monitor the progress and performance of the Trust as a whole.
- Fulfil any monitoring responsibilities relevant to your specific Director role.
- Monitor certain Trust policies to ensure they are in place and are being acted upon.
- Ensure the school's budget is being managed effectively.
- Ensure the Trust's curriculum is challenging, engaging, accessible and compliant with the national curriculum for the relevant subject and key stage.
- Develop an understanding of how the Trust works, its strengths, and areas for its improvement.
- With the Board as a whole, hold the executive leaders to account for the educational performance of the Trust and its pupils, and for the performance management of staff.

Additional duties

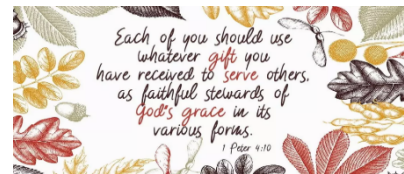
- Invest time in personal and professional development, including by attending relevant governance training.
- Contribute towards a positive culture and effective processes in relation to self-evaluation.
- Undergo any additional 'link Trustee' responsibilities as applicable to your governance role.
- Identify any gaps in knowledge, skills and experience and take responsibility for personal learning and development, including by attending Trust-organised training.
- Participate in the recruitment and approval of new headteachers and other senior leaders.
- Play a role in the CEO's appraisal.
- Hear appeals about pupil exclusions.
- Serve on panels to perform specific duties as and when required.
- Abide by all relevant governance policies.

Should you feel that this is the role for you, then please do get in touch! We look forward to this new exciting time in the development of TSSMAT and hope you want to be part of the success of our schools and Trust.

Kind Regards,



Mrs Charlene Gethin
(CEO)



The Staffordshire Schools Multi Academy Trust
Crawley Lane, Kings Bromley, Burton on Trent, Staffordshire, DE13 7JE
01543 472 245

office@tssmat.staffs.sch.uk www.tssmat.staffs.sch.uk

Company Registration Number 9613632