



Chief Executive Officer

SEPTEMBER 2026

DDAT
Derby Diocesan Academy Trust

Welcome from the Chair of Trustees

Dear applicant,

Thank you for your interest in the role of Chief Executive Officer of DDAT. I hope this pack gives you a real sense of who we are, and I would be delighted to hear from you.

You are considering this role at an important moment for us. Our Chief Executive Officer, Dr Sarah Clark, has decided to retire and will leave the Trust at the end of February 2027. Sarah's excellent leadership, commitment and dedicated service have made a significant contribution to our schools, colleagues and wider community, and we are enormously grateful to her. Her retirement is a natural point of transition, and the Trust's vision and aims remain unchanged.

That vision is to build a better future for all within our academies, who in turn will positively impact their communities. DDAT was established in 2014 for schools choosing to become an academy, as well as for those who found themselves in need of a sponsor. Today our family of Church and non-Church schools works together to:

- Provide children with excellent educational provision
- Rapidly improve underperforming schools
- Develop effective school-to-school support
- Build strong relationships and promote work with external partners
- Raise aspirations and tackle disadvantage so that no pupil is failed by their school

DDAT academies demonstrate their distinctiveness by providing an inspirational and holistic education that enables all children and staff to develop and achieve their full potential.

We are a Church of England organisation underpinned by a distinct Christian vision and values. Our schools are not faith schools for the faithful, but Church schools for the community.

We are looking for a leader who will build on the strong foundations Sarah leaves and carry this work forward with us.

Thank you again for your interest. We look forward to welcoming your application.

Yours faithfully,



Sarah Charles
Chair of Trustees, DDAT



Ensuring every child thrives

For every child and young person to embrace “life in all its fullness” (John 10:10)

At Derby Diocesan Academy Trust, our work is guided by a shared set of values rooted in the Christian faith and inspired by the life and teachings of Jesus.

These values shape the way we learn, lead and work together across our family of schools. They inform our relationships, influence our decisions, and provide a strong moral foundation for the education and care we provide for every child.

Our values reflect our commitment to nurturing environments where everyone is respected and encouraged to flourish. They emphasise the importance of strong relationships, ethical leadership, collaboration and a determination to pursue the very best for all members of our communities.

While grounded in Christian teaching, these values are inclusive and meaningful for people of all faiths and for those who hold no particular faith tradition.

Through these shared principles, we seek to create schools where children and adults alike feel a strong sense of belonging and purpose.

They guide how we respond to challenges, celebrate success, and support one another in our collective mission to provide high-quality education within caring and compassionate communities.

OUR VALUES:

INCLUSIVITY
INTEGRITY
COMMUNITY
EXCELLENCE
COURAGE

Working for DDAT

Governance:

DDAT has a strong governance framework which combines Trust-wide strategic oversight with meaningful local governance. The Trust Board is responsible for the overall direction, performance and accountability of the Trust, while Local Trust Committees provide local insight, challenge and support for individual academies. This balance helps ensure that decisions are informed by both Trust-wide priorities and the needs of each school and its community.

Curriculum:

All DDAT schools follow the National Curriculum and supplement it with a vast range of extra-curricular activities which bring learning to life for all pupils.

External Partners:

DDAT works closely with external partners such as Local Authorities, Universities and Teaching Schools. DDAT broker support across church and community schools and purchase services from a range of providers, including the LA, in the best interest of the school. DDAT encourages full involvement with other schools and regional initiatives.

Support:

DDAT provides business, legal, finance, building, HR and governance support through a hub team. Our schools are only one call away from the help they need.

School Improvement:

All schools, including Good and Outstanding schools, receive a minimum of six visits per year from one of our own team of school improvement professionals. All of our own team undertaking these minimum visits have experience as senior leaders/headteachers, Local Authority Advisers/Partners and Inspectors on behalf of Ofsted. Additional school-school and system-wide support is actively encouraged with other DDAT schools, the diocese, one of our many partners, or a proven partner identified by the school. Our diocesan team also includes people with considerable experience of Church school inspection.

Continuous professional development (CPD):

DDAT believe that all staff should continue to grow as professionals and as people. Our ethos of working to fulfil every individual's potential applies to staff as well as to pupils. DDAT staff are involved in a continuing process of improvement and we are committed to fostering a positive belief and practice in continuous learning. Continuing Professional Development (CPD) is an important way of motivating and developing our staff and a carefully planned programme of DDAT CPD improves standards, raises morale and assists with recruitment, retention and succession planning. All those involved in our school community will have an entitlement to equality of access to high-quality induction and continuing professional development. The focus of DDAT CPD is on improving standards and the quality of teaching and learning. To see our current CPD opportunities visit: Upcoming Events – DDAT.

DDAT aspires to be the employer of choice for our staff. For more information about DDAT please visit our website: www.ddat.org.uk





About the Role

Following the retirement of our current CEO, DDAT Trustees are seeking an exceptional Chief Executive Officer to provide highly effective leadership and take our successful, values-driven Trust through the next stage of its development and future growth.

The successful candidate will have considerable senior-level experience, both strategically and operationally, with a proven track record of successfully supporting schools and building strong professional relationships and partnerships with internal and external stakeholders.

As CEO, you will be accountable for the performance of all our schools. You will be a driven and ambitious leader who empowers others within the Trust, holds high expectations and is committed to providing high-quality education for all children, based on clearly established Christian values and principles.

You will bring experience of organisational development within the education sector, alongside a strong understanding of business planning, compliance, risk management, quality assurance and governance. You will be confident working with a Board of Trustees and able to support, challenge and work collaboratively with senior colleagues and executive teams.

We are looking for a highly effective and resilient leader with a passion for developing others, who can successfully manage a complex and varied workload and embrace their role as the face of DDAT.

Above all, you will embrace the Christian vision, values and ethos of DDAT and share our ambition for the Trust's continued development and future growth.



Job Description

Post: Chief Executive Officer

Contract: Permanent

Salary Range: £135,821 - £170,958

Hours per week: Full-time – 40 hours per week, 52 weeks per year

Responsible to: DDAT Trustees

Location: Head Office at Bakewell / Derby Cathedral School & other schools within the trust

Start date: September 2027

Role of the Chief Executive Officer

The Chief Executive Officer works as the Accounting Officer and is accountable to the Trust Board for the overall direction, the financial health and probity, efficient, effective and compliant management and operation of the Trust, and the performance of the academies within the Trust.

The Chief Executive Officer line manages the Executive Leadership Team which includes Chief Finance Officer, the Chief Operations Officer, Deputy CEO roles, and holds them to account for the line management of all centrally employed staff.

The accounting officer role includes specific responsibilities for financial matters and will fulfil the statutory and regulatory responsibilities as set out in the Academy Trust Handbook. It includes a personal responsibility to Parliament, and to the DfE accounting officer for the financial resources.

Accounting officers must be able to assure Parliament, and the public, of high standards of probity in the management of public funds, particularly regularity, propriety and value for money.

Accounting officers must adhere to The 7 principles of public life: [The 7 Principles Of Public Life](#).

The accounting officer must have oversight of financial transactions, by:

- Ensuring the academy trust's property and assets are under the trustees' control, and measures exist to prevent losses or misuse.
- Ensuring bank accounts, financial systems and financial records are operated by more than one person.
- Keeping full and accurate accounting records to support their annual accounts.

In line with the Academy Trust Handbook, the Chief Executive Officer is also responsible for:

- Operational decisions.
- HR decisions.
- Finance decisions.
- Trust growth.
- Teaching and learning.
- Standards.



Job Description

Vision and Aims

The CEO will support the Trust Board to enable the Trust Board to articulate its corporate philosophy and values and to ensure that these are consistently applied across the Trust itself and across local Boards and leaders of academies;

- To ensure the continuing engagement and involvement of members of the Trust Board to further develop and fulfil the Trust's vision, ethos, values and aims.
- To ensure that the Trust Board formulates and regularly reviews the Trust's mission and strategic plan, enabling it to monitor annual plans and targets.
- To ensure that the Trust Board receives appropriate advice and information to enable it to fulfil its governance responsibilities; e.g. DfE, OFSTED.
- To develop strategic policy proposals for Trust Board discussion and decision.

Resource Allocation

- The CEO will advise the Trust Board to ensure that the Trust has the resources (human and financial) to operate as effectively as possible.

Evaluation of outcomes

- The CEO will ensure appropriate presentation and reporting to the Trust Board on the progress of the Trust, on quality assurance processes and on the performance of its academies, particularly in terms of pupil outcomes and financial health.





Job Description

Leadership and Management

- The CEO will have responsibility for leadership and management across the Trust, and will set the culture for system leadership:
- Establish a sound basis for school improvement through the development of a "system leadership" approach.
- Be responsible for the leadership of staff working for the Trust and for those who are leading academies and for the management, quality and administration of the organisation and the services it provides.
- Monitor and advise on the composition of the Board and its committees and the process of self-assessment and development.
- Ensure that a long-term strategy is in place which can guide the Trust in achieving its agreed objectives.
- Be responsible to the Trust for the overall health of both the Trust and its academies, ensuring that expenditure is in line with approved budgets.
- Hold the Headteachers/Executive Heads/Hub Leads of academies to account for the achievement and well-being of pupils and the opportunities offered to them. Hold them to account for the financial health of individual academies.
- Provide leadership for and management of the Executive Leadership Team of the Trust, ensuring appropriate performance management of the Deputy CEO role, CFO, COO and Central Heads of Department roles in addition to overseeing a robust performance management process for the Headteachers/Executive Heads/Hub Leads of academies, the central team.
- Establish and maintain services to the academies, ensuring appropriateness to need, quality and value for money.
- Identify and implement opportunities for the Trust and academies to operate more effectively and efficiently for the benefit of pupils, staff and the wider Trust community
- Seek opportunities to expand and promote the work of the Trust;
- Develop and maintain good working relationships with LAs where academies are located, ensuring that Principals are reporting on progress as appropriate.
- Maintain effective networks with all stakeholders, including LAs.
- Ensure professional and effective presentation of the Trust in all documentation and online.
- Co-ordinate the effective leadership of the Trust's academies in the absence of their Headteacher/Executive Heads/Hub Leads.



Job Description

Responsibilities of Chief Executive Officer

1. **Board Administration and Support** Supports operations and administration of Board by advising and informing Board members, interfacing between Board and staff, and supporting Board's evaluation of Chief Finance Officer.
2. **Education and Service Delivery** Oversees educational standards, delivery and quality of outcomes and services.
3. **Financial, Tax, Risk and Facilities Management** Recommends yearly budget for Board approval and prudently manages organisation's resources within those budget guidelines according to current laws and regulations.
4. **Human Resource Management** Ensures that the human resources of the organisation are effectively managed according to authorised personnel policies and procedures that fully conform to current laws and regulations.
5. **Community and Public Relations** Ensures the organisation and its educational mission, programmes, products and services are consistently presented in a strong, positive image to relevant stakeholders.
6. **Fundraising Oversees** Fundraising planning and implementation, including identifying resource requirements, researching funding sources, establishing strategies to approach funders, submitting proposals and administrating fundraising records and documentation.





Person Specification

Qualifications & Experience

- Honours degree.
- A continued commitment to own professional development.
- Knowledge of child safeguarding issues and successful use of measures that promote and ensure the safeguarding of children.
- Successful improvement planning and implementation experience.
- A proven track record of providing successful leadership and strategic direction within a large organisation
- Successful experience of coaching, training and supporting senior leaders, middle leaders and others in bringing about improvements in their practice.
- Experience of internal and external partnership and team working.

Essential

- NPQH.
- Qualified Teacher Status.
- NLE.
- Successful record as a CEO in a MAT.
- Successful record as an Executive Headteacher, Principal or Headteacher of a school or academy.
- Detailed and up to date knowledge in subject, national policy, classroom management strategies, inspection procedures and statutory requirements.
- Experience of school-to-school support.
- Successful experience of working with or within a Local Authority or MAT on a wide range of school improvement activities.
- Current HMI or Ofsted lead Inspector.
- Successful record as a CEO or deputy CEO of a MAT.
- Relevant postgraduate qualification.
- Further relevant professional studies.
- Experience of leading/managing complex or multiple organisations, trust or sites.
- Experience of having led a school to Outstanding or out of a category.
- Experience of multiple key stages.

Desirable

Evidence:

Application form · Certificates · References.



Person Specification

Strategic Leadership

Knowledge and understanding

Essential

- Models of effective leadership and organisational structures.
- New technologies and their potential impact.
- Strategic planning processes, tools and techniques.
- Ways of achieving stakeholder and community engagement.
- Leading change, creativity and innovation.
- An understanding of, and commitment to, supporting and promoting the Christian vision, values and distinctiveness of a Church of England Multi-Academy Trust.

Skills

- Effective strategic planning and management of educational projects in a MAT.
- Build capacity and achieve sustainability.
- Deal with complexity and uncertainty.
- Think strategically, analytically and creatively.
- Build a vision and communicate clear purpose and sense of direction.
- Anticipate, lead and manage change.
- Use research to support and challenge practice.
- Inspire, challenge, motivate and empower others to attain challenging outcomes.
- Celebrate achievement and acknowledge excellence.
- Model the vision and values of the trust.
- Work strategically with board of directors.
- Evidence of collaborative and inspirational leadership skills.
- Demonstrate enthusiasm and commitment to leadership aimed at making a positive difference to outcomes and to raising standards.
- Ability to work with support and support groups of leaders and external stakeholders.
- Effective and timely decision making.

- Experience of designing leadership and management structures in education settings.
- Evidence of successful management of change.
- Demonstrate political acumen.

Desirable

Evidence:

Application form • Letter of application • References • Interview and selection process.



Person Specification

Leading Teaching and Learning

Knowledge and understanding

Essential

- Methods to ensure the specified standards are harnessed and maintained by all staff.
- Principles of quality outcomes and assessment including organisation review and self-evaluation.
- Use of external support and expertise.
- Strategies for improving outcomes and achieving excellence for all.
- Tools for data collection and analysis.
- Experience of monitoring and improving the quality of outcomes.
- Manage and use performance data.
- Evaluate, review and develop systems and structures.
- Experience in the analysis of performance data for the purposes of target setting and evaluation.

Knowledge and understanding

Desirable

- Ways of applying effective practice and research evidence to improve outcomes.
- Political impact of external, community or family factors on learning.

Skills

- Capitalise on appropriate sources of external support and expertise.
- Understand whole school culture of best practice in teaching and learning.
- Understand flexible and comprehensive learning opportunities for all students.

Evidence:

Application form • Letter of application • References • Interview and selection process.



Person Specification

Leading the Organisation

Knowledge and understanding

Essential

- Employment market, effective recruitment, deployment and management of staff.
- Technology to enhance organisational effectiveness.
- Strategies to maximise contributions from the workforce.
- Accountability frameworks.
- Legal issues relating to leading and managing an academy trust, derived from all relevant statutory and regulatory frameworks.
- Strategic financial planning, budget management and principles of best value.
- Organisational development, planning and implementing

Skills:

- Effective leadership of senior leaders to achieve agreed outcomes
- Seek expertise and advice from within and outside the trust.
- Delegate, collaborate and distribute leadership.
- Manage others within an accountability framework.
- Create an environment which enables people to perform at their best and underpins effective employee relations.
- Manage an academy's financial, human and physical resources.
- Establish structures and systems so operational decisions are based on informed discussion.
- Create a working environment that considers workload and work-life balance.
- Proven ability to develop, communicate and successfully implement strategies.
- Numeracy skills for the purposes of interpreting statistical data and financial information.
- Excellent organisational skills.
- Proven ability to lead an organisation successfully through a period of change.
- Demonstrate personal and professional integrity, including modelling values and vision.
- Commitment to support the aims of the trust.

Evidence:

Interview and selection process



Person Specification

Leading People

Knowledge and understanding

Essential

- Significance of interpersonal relationships, including impact on performance and pupil learning.
- Performance management, continuous professional development.
- Building an effective team, by motivating, constructive challenge and delegation.
- Proactive management of and communication with volunteers such as Governing bodies and Trustees.

Skills

- Develop self-awareness, self-management and self-confidence and use effectively.
- Listen, reflect and communicate effectively.
- Monitor and evaluate work of others, give feedback and provide support/intervention to improve performance.
- Hold people to account and challenge under performance.
- Develop a culture of learning and continuous professional development.
- Receive and act on feedback to build on strengths and improve personal performance.
- Create a culture which encourages ideas and contributions from others.
- Foster an open, fair and equitable culture.
- Proven ability to motivate, challenge, develop, empower and sustain individuals and teams.
- High standards of personal and professional conduct.
- Proven experience of developing good working relationships with all stakeholders.
- Proven ability to generate and deliver collective vision and shared purpose at pace.
- Proven ability to create, build and retain effective staffing structures.

Knowledge and understanding

Desirable

- Building and sustaining a learning community within a diverse workforce.
- Support and development systems for individuals and teams.
- Have a high level of Emotional Intelligence and use it.

Skills

- Negotiate and manage conflict, providing appropriate support.

Evidence:

Application form • Letter of application • References • Interview and selection process.

How to apply...

To arrange an informal, confidential discussion regarding this role, please contact Jenna Everett on 01744 634654 or email jenna@satiseducation.co.uk

- **The closing date for applications is:** Tuesday 3rd November 2026 at 9am
- **Shortlisting:** Monday 9th November 2026
- **Interviews will take place on:** Tuesday the 24th and Wednesday the 25th of November

Please apply via SAMpeople Recruit using the link provided below. Applications must be submitted by the closing date stated above.

Please apply via [[SAMpeople Recruit link](#)]



www.ddat.org.uk

Derby Diocesan Academy Trust

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