



*Creative
Education
Trust*

Governance and Compliance Manager

Creative Education Trust is a non-profit educational charity recognised by the Department for Education as one of the leading national multi-academy trusts. We support a growing network of schools to achieve academic success for our students. At the forefront nationally of improvement in academic standards, curricular innovation and staff development, our educational vision harnesses creativity to knowledge and skills.

We are seeking to appoint an exceptional individual to the newly created role of Governance and Compliance Manager. The successful candidate will ensure high standards of governance including the smooth and efficient administration of the Trust Board and its Committees, as well as advising the Chair of the Board on governance process and practice. They will oversee compliance with regulatory and legislative requirements, ensure the Board's decisions are acted upon, and are in accordance with the Memorandum and Articles of Association.

This is an exciting role that would suit a pro-active and focused individual who can also influence stakeholders and deliver results. If you think that you've got what it takes to succeed in this role and make a real difference, then we'd love to hear from you.

Start Date: As soon possible

Contract: Permanent, full time (part time / job share applications will be considered)

Salary: c£45,000 + LGPS pension

Location: Holborn, London (with frequent travel to schools across the network)

Closing date: 12 noon, Wednesday 5 June 2019

Interviews: First round Monday 10 June 2019, second round Friday 14 June 2019

Please send completed application form to recruitment@creativeeducationtrust.org.uk by 12 noon Wednesday 5 June 2019.

Creative Education Trust is committed to safeguarding and promoting the welfare of our children and young people. The successful applicant will be required to undertake relevant safeguarding checks.