Pioneer Educational Trust
preparing the way for others to follow

Pioneer Educational Trust Person specification: Head of Finance		
Section	**Essential Criteria**	**Desirable Criteria**
Education & Qualifications	Qualified accountant (ACA, ACCA, CIMA or equivalent)	
	Evidence of continuing professional development (CPD) in relevant areas	
Experience	Proven track record of financial management and strategic leadership	Previous experience of working in an educational setting
	Experience of leading a team of finance professionals and colleagues	
	A clear understanding of how finance supports the desired outcomes of the organisation	
	Experience of financial reporting, forecasting and budgeting	
Knowledge & Skills	Detailed and up-to-date knowledge of accountancy and professional codes of practice	
	Knowledge of best practice in financial planning and budgeting	Knowledge of statutory and regulatory compliance and reporting of a multi-academy trust
	Proven ability to build and maintain effective working relationships with a wide range of stakeholders, fostering collaboration to achieve organisational objectives.	
	Able to analyse complex financial data and identify key trends, risks and opportunities, while communicating findings effectively to a wide range of stakeholders to support informed decision-making.	
	Competent use of Microsoft packages such as Word, Outlook, Excel and PowerPoint, and other IT/MIS systems, including interrogation, analysis and reporting of data	
	Able to communicate concisely, orally and in writing, to a wide range of individuals/organisations	
	Ability to manage a varied and agile workload, balancing strategic and operational priorities, exercising sound judgement, and escalating risks, issues or decisions appropriately and in a timely manner.	
	Significant experience of producing, maintaining and continuously improving accurate and insightful financial data and reports to support effective decision-making.	
Professional behaviours	Be prepared to work flexibly to fulfil the duties and responsibilities of the post to support the needs of Pioneer	
	Be prepared to uphold the mission, vision, values and culture of the trust through leading by example in line with our leadership dynamics: seek heat, welcome accountability, communicate with clarity and candour, build trust, use self-awareness to self-regulate, serve others	
	Commitment to the highest standards of child protection, understanding of safeguarding responsibilities and to follow Pioneer's safeguarding policies and to the Trust's ethos, aims and its whole community	

	Promote and embed equality, diversity, inclusion and belonging as an integral aspect of working	
	Demonstrate integrity and credibility	