



## HEAD OF HR

**Scale:** M (Points 42 - 46)    **Full time salary:** £55,143 - £60,671

**Hours:** Between 22.5 (0.6 FTE) to 37 (1.0 FTE) hours per week, 52 weeks a year  
Hybrid working options available

**Start date:** ASAP

Applicants are invited to apply for the post of **Head of HR**, leading HR across St John the Baptist Catholic Multi Academy Trust, ensuring the vision, mission, values and strategic planning are aligned and supported through all of our work with our people.

We are committed to flexible/part-time working and will consider applicants who want to work between 0.6FTE and 1FTE.

Join us and benefit from:

- a culture which values respect, honesty and kindness;
- generous defined benefit pension scheme membership (LGPS);
- quality training, leading to great professional development and career progression;
- an outstanding quality of relationship between pupils and staff, and between pupils themselves;
- staff charter including a number of wellbeing initiatives.

St John the Baptist Catholic Multi Academy Trust is an established Academy trust of 11 schools situated in Norfolk, North Suffolk and Peterborough with a combined roll of about 4,000 pupils and 550 staff. We have plans to grow in the near future.

It is part of our Vision that *“Our values and the distinctive ethos of our Trust of Catholic schools will enable every child and young person to receive the very best education, so that they are empowered to grow, learn and achieve”*.

For an application form and further details including a job description and person specification, please visit our website at [St John the Baptist Catholic MAT - Vacancies \(stjohnthebaptist-cmat.org.uk\)](https://stjohnthebaptist-cmat.org.uk)

Preliminary queries regarding the post are welcome by arrangement with Chief Executive Officer, Kim Payne: [kpayne@sjbcmat.org.uk](mailto:kpayne@sjbcmat.org.uk)

**Application closing date:** 10 February 2025; 9:00am

**Interview date:** week commencing 24 February 2025

The Trust welcomes applications from members of minority ethnic communities and those with disabilities. The Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Enhanced DBS clearance is required for appointment to this post.

We are unable to provide sponsorship for this position, so please ensure you have the Right to Work in the UK before you apply.