



# Sheringham High School

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**Headteacher** Dr. Andrew Richardson

June 2018

Dear Colleague

**CHIEF FINANCIAL OFFICER**  
**Salary £50,000**  
**Permanent contract, 37 hours a week, all year round.**

Thank you for your interest in the post of CFO, which has become available following the departure of the current postholder. We are looking for someone who is able to work full time across the North Norfolk Academy Trust. The post is a permanent one.

The person appointed will be an enthusiastic individual with good interpersonal skills and accountancy qualifications who is responsive and proactive in the context of strategic priorities. This is a senior post that will change over time and where the post holder needs to be alive to change. I attach a job description and person specification for the post.

We are very proud of the schools in our Trust and we are committed to growing it in a sustainable manner for the good of its students and stakeholders.

### **About the Trust**

North Norfolk Academy Trust is made up of 4 schools; 2 primaries and 2 secondaries. We are a popular Trust that caters for around 1300 students aged from 3 to 18 who live in the towns and villages on the coast and the Broads.

Visitors to all our schools comment on the very positive relationships between staff and students, and recognise the focus on learning in caring and supportive environments. We are proud of our schools. All of us - staff, governors, trustees, parents and students - are determined to become an even better Trust.

I'm confident that you would find the Trust a most enjoyable and rewarding place to work. The person appointed to the post will be joining an excellent Central team at a very exciting time in the development of the Trust.

The CFO is expected to bring a modern, business-like approach to the finance function, running it as a highly competent and efficient service with an emphasis on business partnership across the MAT and with devolution of the service where appropriate. The appointee will develop and deliver a proactive, customer-focused service.

Closing date for applications, using the attached form please, is **9.00am on July 11th**. Candidates invited to interview will be informed by email and telephone.

Yours sincerely

Dr Andrew Richardson  
CEO NNAT