

# St Benedict Catholic Academy Trust

## Financial Controller



**St Benedict**  
CATHOLIC ACADEMY TRUST



**Wisdom, Faith & Virtue**

# Welcome from the CFO



## Financial Controller

Dear Applicant

On behalf of the board of the Central Finance Team at St Benedict Catholic Academy Trust, thank you for your interest in this crucial role.

We are looking to appoint an experienced and highly skilled Financial Controller to support the financial management of the Trust by playing a key role in managing budgets, cashflow management and the statutory reporting across all our Academies.

Although we are a young Trust we have already doubled in size with a budget of circa £50m. We are a beacon of excellence in Catholic education and have conservative ambitions to grow further as we drive ourselves to provide every student in our Trust with the opportunity to achieve their goals and maximise their full potential.

If you have the necessary skills, and have an above and beyond commitment to succeed we would like to hear from you.

Bobby Jasper  
Chief Financial Officer (CFO)  
St Benedict Catholic Academy Trust Board

## Our Vision

**As a family of schools, our vision is to be a beacon of exceptional Catholic education.**

Our mission is inspired by our Patron St Benedict, to live, learn, pray and celebrate together. Our community of Catholic schools are committed to ensuring that each child realises their God given gifts. Our strong sense of community promotes Gospel values which inspire students to make a positive contribution to society.

We provide the best possible opportunities for every child's education, with an overarching mission focused on delivering a strong Catholic education, firmly rooted in the belief that Christ should be at the core of all our endeavour.

## Our Aims

We will

- Ensure that our children achieve the best possible outcomes
- Develop the whole child; personally, culturally and spiritually
- Be inclusive; have a particular commitment to our most vulnerable children
- Teach our children to live well together and to make wise choices
- Ensure that our children are safe from harm
- Work to ensure that our schools are enjoyable places for children to learn

## Our Culture





## Our Journey So Far

St Benedict Catholic Academy Trust was incorporated on 5th September 2023 and we opened with our founding schools (2800 pupils) on 1st April 2024. These 4 high performing Catholic schools have a long history of working together and have taken the decision to move to a multi-academy trust model to better face the challenges that exist in today's educational landscape.

It is the Diocese intent for the Trust to expand over the next 5 years in line with our growth strategy. The Board of Directors support this direction of travel and are actively engaging in conversations with Catholic schools in the surrounding boroughs to identify further partner schools.

We have built an excellent working relationship with the Archdiocese of Southwark, DFE, and Local Authorities collaborating on how we can best provide for the young people in our care.

### Priorities and Challenges

- To recruit more Directors
- Demonstrate stability after our opening in April 2024
- Growth planning- managing expectations
- Working collaboratively with other Southwark Diocese Multi-Academy Trusts

### Our Support Structure

As we grow as a Trust so will the structure that supports it. Our Central Team work alongside our board of trustees and our schools to deliver the highest quality education and support for our pupils. Across our founding four schools we have over 500 staff, and this has recently grown with four more schools joining the the Trust in Spring 2025. We put people at the heart of everything we do and are committed to our staff and our pupils.

### Our Founding Schools

#### Primary

Our Lady and St Philip Neri Primary School, Lewisham  
St Anthony's Catholic Primary School, Southwark

#### Secondary

Bonus Pastor Catholic College, Lewisham  
St Michael's Catholic College, Southwark

### Phase 2 - Spring 2025

#### Primary

St George's Cathedral School, Southwark  
St Joseph's Catholic Primary School, Southwark

#### Secondary

St Matthew Academy, Lewisham (all-through including Primary)  
St Paul's Academy, Greenwich

For further information about our Trust, please visit [www.sbcat.co.uk](http://www.sbcat.co.uk)

# Job Description

|                     |  |
|---------------------|--|
| <b>Post</b>         | <b>Financial Controller</b>                                |
| <b>Salary</b>       | <b>Negotiable - Dependent on qualifications/experience</b> |
| <b>Contract</b>     | <b>Hybrid (2 days in office, 3 days remote)</b>            |
| <b>Reporting to</b> | <b>Chief Financial Officer (CFO)</b>                       |

## Job Summary

Reporting to the CFO (Chief Financial Officer) the role of our Financial Controller is to lead the financial reporting and planning functions of the Trust, ensuring accurate, timely and compliant financial information. The Financial Controller will play a key role in budgeting, forecasting, cashflow management, and statutory reporting, ensuring the financial sustainability of the Trust and its 8 academies based in South East London (Lewisham, Southwark, Greenwich and Croydon).

The Trust has significant growth expected over the next 2 - 3 years so the holder will contribute to the overall financial responsibilities across all schools in the Trust and include the following:

## Financial Reporting

- Lead the preparation of monthly management accounts and variance analysis across the Trust.
- Produce consolidated reports for the Trust Board, CEO and CFO.
- Maintain and improve financial controls and reporting systems.
- Ensure compliance with the Academy Trust Handbook and ESFA requirements.

## Budgeting and Forecasting

- Coordinate annual budget planning with Business Manager and school leadership.
- Develop and maintain multi-year financial forecasts.
- Lead on scenario and sensitivity modelling to support decision-making.
- Monitor in-year budget performance and advise on corrective action.

## Cashflow and Capital Budgeting

- Manage the Trust's cashflow, ensuring sufficient liquidity and prudent reserves.
- Prepare short-, medium-, and long-term cashflow forecasts.
- Oversee capital projects budgeting and funding applications.

## Audit and Compliance

- Prepare for and coordinate the annual external audit and internal audit processes.
- Support production of statutory accounts and ensure PD11s and other ESFA returns are submitted accurately and on time.
- Ensure adherence to financial policies and best practices across schools.

## Systems and Process Development

- Maintain and improve financial systems (e.g. PS Financials / Access / SIMS or equivalent).
- Work with IT and other stakeholders to enhance automation and reporting capabilities.
- Support development and training for finance staff across the Trust.

## PERSON SPECIFICATION

| A. Education and Qualifications  | Essential | Desirable |
|--|-----------|-----------|
| Qualified accountant (ACA, ACCA, CIMA or CIPFA)                          | X         |           |
| B. Experience  |           |           |
| Significant experience in financial control, planning, and reporting     | X         |           |
| Experience working within an academy trust                               |           | X         |
| C. Skills  | Essential | Desirable |
| Skilled in financial modelling and forecasting                           | X         |           |
| Excellent interpersonal and communication skills                         | X         |           |
| D. Knowledge   | Essential | Desirable |
| Strong understanding of public sector finance, preferably education/MATs | X         |           |
| Knowledge of DfE, ESFA reporting frameworks                              |           | X         |

## WORKING ARRANGEMENTS

- Flexible/Hybrid working, across our Central Office /Academies and remotely.
- Evening meetings (e.g. Audit Committee, Trustees)

### Key Relationships

- **Finance Officers** (school level): Handle day-to-day transactions likes invoices and payments.
- **Business Managers**: Key contact for budget setting, procurement, and reporting at school level.
- **Admin Officers**: Initiate purchasing; liaising with finance for PO processing.
- **CFO**: Strategic lead; sets overall financial strategy.

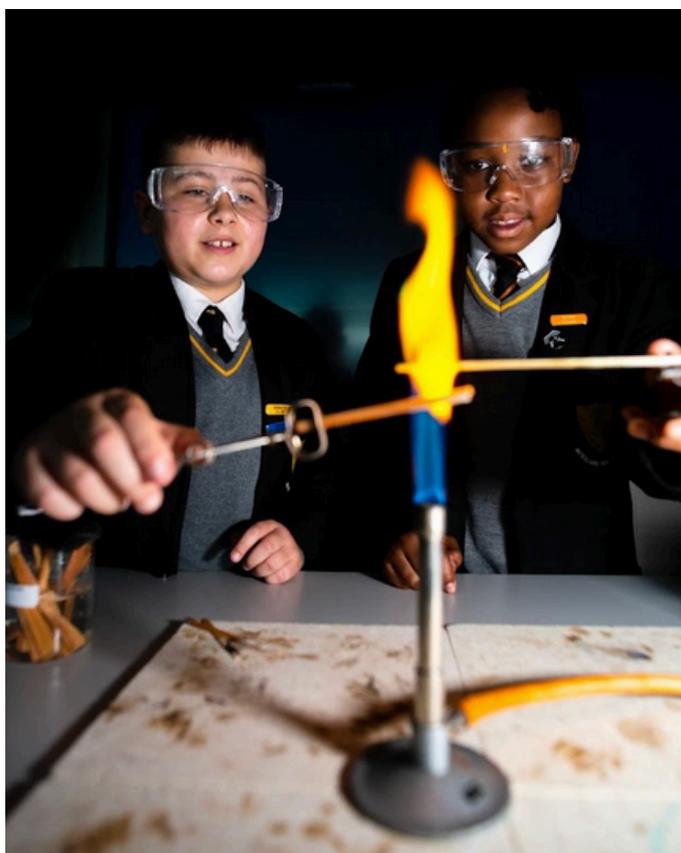
## Application Procedure

Applications should be completed online via the TES portal [www.TES.com/jobs](http://www.TES.com/jobs)

Please ensure that it includes a personal statement outlining how you meet the Person Specification.

The deadline for applications is **Monday 23<sup>rd</sup> June 2025**, with interviews TBC.

If you would like to arrange a visit or an informal confidential conversation with Bobby Jasper our CFO please contact [b.jasper@sbcacat.co.uk](mailto:b.jasper@sbcacat.co.uk)



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