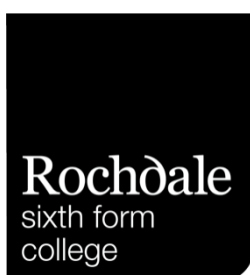


# IT Network Manager

Application Pack

BRINGING EDUCATION TOGETHER



Dear Colleague,

Thank you for your interest in the post of IT Network Manager at Altus Education Partnership.

Altus Education Partnership was formed in 2017 out of Rochdale Sixth Form College, an Ofsted Outstanding provider and grew from our desire to improve education in the borough of Rochdale as a whole.

The Trust currently comprises four academies:

- Rochdale Sixth Form College (RSFC) opened in 2010 to address the significant underachievement in A Level performance in the borough. Since then, it has raised achievement in the area dramatically and is recognised nationally as a centre of excellence. The college is Ofsted Outstanding, Sixth Form College of the Year 2021, and regularly one of the highest performing colleges in the country according to the DfE's performance tables and national achievement rate tables.
- Edgar Wood Academy is a secondary school opened in a new build in 2021 under Wave 13 of the free schools' programme. The school has already established a strong reputation in the local community and is significantly over-subscribed for 2023-24.
- Kingsway Park High School is an Ofsted rated Good school with a strong track record of providing its students with an excellent education. The school will soon benefit from a new teaching block opening at the end of 2023.
- Bamford Academy is an Ofsted rated Good school providing a caring and nurturing environment for all of its pupils; it is a popular first choice for many parents and young people in the local community.

Altus is now on the cusp of significant and quite rapid growth, with a high number of schools indicating an interest in joining the Trust, with seven of these schools entering into a Trust Partnership Agreement. This means that while the Trust currently has around 4,500 students and 490 staff in four academies and the central Trust team, within three years this could easily increase to around 10,000 students, 1000 staff and ten or more schools.

Additionally, the Trust has codified and solidified its relationship with a number of key educational partners in the borough. Most notably, and uniquely in the sector, Altus has a memorandum of understanding with Hopwood Hall College around the curricula the two colleges offer and to support transition of students to post-16 education.

The role of the IT Network Manager will be to support the Trust's vision, strategic priorities and improvement plans for IT, and overseeing IT operations at Rochdale Sixth Form College, ensuring seamless, high-quality service delivery in a high-performing academic environment.

If you feel inspired by our strategy and what we are trying to achieve, I'd be delighted if you submitted your application. Full details and all documentation are in this pack; if you wish to discuss the post further, please do not hesitate to contact our HR team on [recruitment@altusep.com](mailto:recruitment@altusep.com).

I very much look forward to hearing from you.

Yours faithfully



**Richard Ronksley**  
CEO

## Making your application

I hope that when you read this pack you are inspired to apply for the post. If you are, then this is what you need to do:

### Application

1. Complete the Altus Education Partnership application form.
2. Provide a supporting statement of no more than two side of A4 which should address the criteria in the person specification.
3. Send your application by email to [recruitment@altusep.com](mailto:recruitment@altusep.com).

### Deadline

The deadline for the post is **6<sup>th</sup> March 2025** to arrive no later than 12.00 midday.  
Interviews expected to take place week commencing **10<sup>th</sup> March 2025**.

### Shortlisting

We will unfortunately be unable to notify candidates who are not on the shortlist; therefore, if you have not heard from us your application has been unsuccessful on this occasion.

### Salary

**Sixth Form College Support Pay Scale points 30 – 34, currently £44,354 to £48,706 per annum.**

### Start Date

**As soon as possible.**

### For an Application Pack

1. Visit [www.altusep.com](http://www.altusep.com) or
2. Contact: [recruitment@altusep.com](mailto:recruitment@altusep.com)

*Altus EDUCATION Partnership is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff to share this commitment. This position is subject to an Enhanced DBS check under the Rehabilitation of Offenders Act 1974.*

*In accordance with the recommendations set out in KCSIE the Trust carries out online searches on shortlisted candidates.*

*It is also Trust policy to contact at least 1 reference prior to interview.*

## Altus Education Partnership Vision, Mission and Values

### Our Vision & Mission

To create and successfully run a family of inclusive academies from early years to 18 that enables all students, regardless of background, to progress to an aspirational career, a fulfilling life and make a positive contribution to their local community.

### Our Values

- **Unrelenting commitment** to improve the quality of our provision and enhance the lives of our students.
- **Openness** in the way we build trust and bring purpose to our work as a Multi Academy Trust.
- **Accountability** through the rigorous, transparent and forensic analysis of all aspects of our performance.
- **Commitment** to the principles of inclusion and equality.
- **Dedication** to the borough of Rochdale and its surrounds.
- **Collective responsibility** for one another and the results of all our students – “if one fails, we all fail”.

### The Ambition is that by the time students leave they will:

- Have achieved their personal academic potential giving them a greater choice in life.
- Have the highest aspirations and developed the self-esteem, confidence, and emotional resilience to exploit their potential.
- Be contributing members of the community and have compassion for others.
- Be able to celebrate their success and that of others.
- Have developed the confidence to overcome barriers to success.
- Be articulate, creative, and prepared for future growth and learning.
- Be happy!

### Shared Objective for all Staff: "To maximise students' achievements"

- At Altus Education Partnership we do this through engaging our students in their subjects and inspiring them to enjoy their studies in a totally positive atmosphere.
- Our students are challenged to achieve through a culture of high expectations and a belief in their ability.
- Above all, staff at Altus Education Partnership like their students and demonstrate this through their daily conduct and interaction.

## Job Description

<b>Job Title:</b>	IT Network Manager
<b>Reports to:</b>	<b>Director of IT</b>
<b>Contract:</b>	Permanent, all year round.
<b>Salary:</b>	Sixth Form College Support Pay Scale points 30 – 34, currently £44,354 to £48,706 per annum
<b>Location:</b>	Predominately based at Rochdale Sixth Form College with occasional travel to other academies.
<b>Start Date:</b>	ASAP

## Overall Purpose of the Post

As IT Network Manager, you will play a pivotal role in overseeing IT operations at Rochdale Sixth Form College, ensuring seamless, high-quality service delivery in a high-performing academic environment. This is a senior appointment within the Altus Technical Services Team, working closely with the Director of IT, Trust IT Manager, and Senior Engineers to deliver strategic IT solutions across the college and wider Trust.

## Responsibilities

You will be responsible for:

- Leading day-to-day IT operations to ensure reliability, security, and efficiency.
- Management of the RSFC IT department
- Providing technical expertise and strategic advice to the Senior Leadership Team (SLT) to support digital transformation and innovation.
- Planning and managing IT projects, including infrastructure upgrades, cloud services, and digital initiatives.
- Ensuring a proactive IT support culture that meets the expectations of staff and students.

This role requires an experienced IT professional with a broad technical background, a strong understanding of education sector IT needs, and the ability to engage with leadership teams to drive improvements.

## Strategic IT Leadership & Planning

- Work with the SLT and Director of IT to develop and implement long-term IT strategies aligned with the college's goals.
- Ensure IT service delivery meets the high expectations of students and staff in a high-performing academic environment.
- Identify areas for IT innovation, cost savings, and efficiency improvements.
- Manage IT-related risks, including cybersecurity, data protection, and compliance with regulatory frameworks (e.g., GDPR).
- Oversee budget planning and procurement, ensuring cost-effective investments in technology.

## **IT Operations & Service Management**

- Lead the day-to-day IT service delivery at Rochdale Sixth Form College, ensuring robust systems and responsive support.
- Work closely with the Trust IT Manager and Senior Engineers to ensure high availability, security, and performance of IT systems.
- Oversee incident management and problem resolution, ensuring minimal disruption to teaching and administrative functions.
- Manage third-party contracts and service providers, ensuring SLAs are met.
- Create and maintain clear IT documentation, including system configurations, policies, and disaster recovery plans.

## **Collaboration with Altus Technical Services Team**

- Contribute to Trust-wide IT initiatives, supporting cross-site standardisation and best practice implementation.
- Act as a key liaison between Rochdale Sixth Form College and the wider Trust IT function, ensuring consistency in IT operations and policies.

## **IT Project Management**

- Plan and oversee college-wide IT projects, including system upgrades, migrations, and new technology implementations.
- Work with academic and administrative staff to identify and support technology solutions that enhance teaching and learning.
- Manage hardware refresh cycles, ensuring staff and students have access to modern, efficient devices.

## **Technical Expertise & Infrastructure Oversight**

- Maintain core IT systems, including Microsoft 365 Copilot and Entra ID, Windows Server, Active Directory virtualisation (Hyper-V), and cloud services.
- Provide technical leadership on networking, security, and IT infrastructure, working alongside the Trust IT Manager and Senior Engineers.
- Ensure the reliability of Wi-Fi, connectivity, and essential network services, escalating issues where necessary.
- Support cybersecurity best practices, including user access management, incident response, and risk mitigation.

## **Other**

- The Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff to share this commitment. An enhanced DBS check will be carried out on the successful candidate.
- The Trust is committed to equal opportunities for all.
- The successful candidate will be required to complete a satisfactory medical screening assessment and provide two satisfactory references, identity check and right to work.
- The terms and conditions are specified within the contract of employment.

This job description is a representative document. Other reasonably similar duties may be allocated from time to time commensurate with the general character of the post and its grading. The person appointed will be expected to work flexibly and the exact nature of the duties described above is subject to periodic review and is liable to change.

# Person Specification

		Assessed by:		
No.	CATEGORIES	Essential/ Desirable	App Form	Interview
<b>QUALIFICATIONS</b>				
1.	5 GCSE's grade A* -C, including Maths and English	E	√	√
2.	Professional certifications desirable (e.g., ITIL, Cisco CCNP, Microsoft Certified: Azure Administrator).	D	√	√
<b>EXPERIENCE</b>				
3.	Minimum 15 years' experience in IT, including 5+ years as an IT Manager or Network Manager.	E	√	√
4.	Strong background in general IT operations, IT service delivery, and project management.	E	√	√
5.	Experience managing Windows Server, Microsoft 365, Active Directory, cloud environments, and virtualisation platforms.	E	√	√
6.	Strong experience working with Senior Leadership Teams to align IT with institutional goals.	E	√	√
7.	Experience managing third-party vendors, service contracts, and IT procurement.	E	√	√
<b>TECHNICAL &amp; PROFESSIONAL SKILLS</b>				
8.	Broad knowledge of IT infrastructure, networking, security, and cloud services.	E	√	√
9.	Strong understanding of data protection (GDPR) and cybersecurity best practices.	E	√	√
10.	Proven ability to plan and deliver IT projects within scope, time, and budget constraints.	E	√	√
11.	Strong analytical and problem-solving skills, with the ability to diagnose and resolve complex technical issues.	E	√	√
<b>PERSONAL ATTRIBUTES</b>				
12.	Excellent leadership and communication skills, with the ability to work effectively with non-technical stakeholders.	E	√	√
13.	A proactive, solutions-driven mindset, ensuring continuous improvement in IT services.	E	√	√
14.	Ability to work flexibly and respond to critical IT incidents outside of standard hours when necessary.	E	√	√
<b>PERSONAL CHARACTERISTICS</b>				
23.	An unwavering commitment to the Altus Education Partnership's vision, mission and values	E	√	√
24.	Willing to be accountable and to take personal responsibility for own actions.	E	√	√
25.	Resilience and the ability to grow professionally and flexibly within a start-up and developing organisation	E	√	√



## BRINGING EDUCATION TOGETHER

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