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DE CURCI TRUST

Chief Financial and Operating Officer to the Trust

22nd July 2017

Dear Prospective Applicant

Thank you for visiting the website with a view to learning more about the post of CFOO at the De Curci Trust. The vacancy has arisen due to the successful conversion of Solent Infant School, Solent Junior School and Springfield Secondary School into a multi-academy trust in April 2017. Trustees are looking for a candidate with the expertise to lead and develop the non-teaching services of the trust, taking into account the possibility that the Trust may expand over the longer term.

I hope that the job description and person specification give you a broad idea of the roles and responsibilities required of the new post-holder. However, please be aware that there may be some flexibility with respect to the role based on interest and experience; on-going professional development will be provided, as appropriate. First and foremost the Trustees and I are looking for a highly accomplished leader and 'team-player', who can bring expertise and energy to the Trust and in so doing support the schools' development towards 'outstanding' status. The successful candidate will join a committed, ambitious and highly supportive leadership team.

I am aware that applying for a role of this nature is a significant undertaking. If you would like to discuss details of the role informally or visit the site then please do get in touch via my PA, Joy Russell (joy.russell@springfield.uk.net).

Application is via our application form only; please do not submit CVs. Your supporting statement should be limited to no more than two sides of A4 (minimum font size 12) and encompass:

- Your vision for how effective non-teaching services should run and could be developed in a multi-academy trust
- How your experience to date has prepared you for the specific accountabilities of this post
- Evidence of your personal impact on leading and managing operational and/or strategic change
- Evidence of how you have effectively lead and managed staff
- Further information to support your application

The deadline for applications is Wednesday, 06th September 2017. Applications should be submitted via the Company Secretary, Marion Hallsworth, either by email

contact@thedecurcitrust.co.uk) or post: c/o Springfield School, Central Road, Drayton, Portsmouth, PO6 1QY.

Kindly note that The De Curci Trust will only accept references from senior professional colleagues, one of whom must be the applicant's current Headteacher or Service Director / Lead.

If you have any queries about the post or application process, please do contact me via Springfield School.

I look forward to receiving your application in due course.

Yours sincerely

A handwritten signature in black ink, appearing to read 'S Spivey', with a long horizontal flourish extending to the right.

Sara Spivey
Chief Executive Officer