



Stephenson (MK) Trust

The Stephenson Trust MK is a trust supporting Milton Keynes children and schools to ensure every child can strive for success.

Within our trust we have three academies on three geographically dispersed sites encompassing five different areas of need, these split by age and need, all of which support both male and female students.

Strategic Aims

We aim to give every student in the Trust the best chance to succeed. The wellbeing of our students is our top priority, and we have a dedicated multi-disciplinary therapeutic team to support students, their families and staff where appropriate.

We want our students to become happy, successful and independent young people who can make a positive contribution to society. Our students achieve well during their time with us and leave the academies with relevant qualifications and work experience, which supports them in gaining places in further education and employment.

All the Academies within the Stephenson (MK) Trust will:

- Have high aspirations and expectations for the achievement of every young person.
- Ensure that all young people make progress individualised to their needs.
- Provide ambitious and exciting opportunities through a well-designed curriculum that is supported by a range of measurably effective intervention programmes.
- Develop approaches to learning and wider life experiences that promote independence and confidence from its young people who then make a positive contribution to the community.
- Be committed to the development and maintenance of positive relationships with all.
- Have committed and forward-looking leadership and staff that is supported and challenged to improve by Trustees and Governors that know the school well.

HR Manager

Contract: Term time plus 4 weeks (43 weeks), permanent, working 37 hours per week. *(Full time working considered for the right candidate)*

Salary: From £41,356 to £50,131 FTE per annum. Actual salary £39,394.60 - £47,753.42 pro-rata. (starting salary DOE)

- **Do you want to make a difference to a young person's life in Milton Keynes?**
 - **Do you want to help us to build brighter futures?**

Stephenson MK Trust is seeking to appoint a highly motivated and skilled professional to strategically lead and direct our responsive, effective and professional HR function. This is an exciting opportunity to join our small trust as we continue to develop and strengthen our HR function. The role will include the full portfolio of professional HR services including policy development, compliance, contract management, recruitment, employee relations, absence management, retention and professional development within the Trust. Ideally, you will have significant experience of leading, managing and driving a proactive and consistent HR service, preferably in the education field although this is not essential, and successfully developing and implementing HR strategies and practices.

As part of our commitment to deliver outstanding central services, that allow school leaders to focus on their core educational purpose of achieving the best possible outcomes for pupils, we are seeking an outstanding leader of people who can realise the highest possible quality of services to support our educational vision. The successful candidate will work closely with executive leaders, principals and staff who are responsible for delivering HR services across the trust and will have line management of the HR Assistant.

This role will require the role holder to be able to work autonomously using their own initiative with a professional, approachable, manner. Our aim is to create a positive and supportive work environment, to be an employer of choice whilst adopting a proactive strategic approach to wellbeing, talent, development, retention, and employee relations.

Your application will need to demonstrate that you are/have:

- Substantial and successful experience of leading, managing and driving a proactive and consistent HR service.

- Experience of developing and implementing HR strategies and practices.
- Conversant with a wide range of HR related legislations.
- Able to develop quality assurance systems to ensure strong performance and impact.
- Able to provide professional and pragmatic advice on all aspects of people management, reflecting current employment legislation and good practice.
- An enthusiastic leader, committed to ensuring the best possible outcomes for all pupils, staff and stakeholders.
- A strong commitment to personal development for all staff including yourself.

Why choose our Trust?

We are a supportive team with ambitious plans for both our services, and for our staff and young people, with the ultimate goal of providing opportunities for our pupils to become happy, successful and independent young people who are able to make a positive contribution to society.

We can offer you:

- A welcoming and positive working environment where the wellbeing of both students and staff is a top priority.
- High quality professional development and support including bespoke CPD.
- Progression opportunities across the Trust
- Free access to holistic treatments as part of our wellbeing policy.
- Free Lunches.
- Local Government Pension Scheme.

If you would like more information, or a site visit prior to application, please get in touch with our recruitment team on 01908 889400 or recruitment@stephensonmktrust.org.uk

Closing date for all applications: 4 June 2024

Shortlisting of applications: 5 June 2024

Interviews will take place shortly after shortlisting

The closing date given is a guide only. There may be some occasions where we close a vacancy due to a high a volume of applications / suitable applications being received. It is therefore advisable that you submit your application as early as possible to avoid disappointment.

Stephenson (MK) Trust is an Equal Opportunities employer. We are committed to safeguarding and promoting the welfare of children and young people and expect all staff to share this commitment. This commitment to robust Recruitment, Selection and Induction procedures extends to organisations and services linked to the Trust on its behalf. An enhanced Disclosure and Barring Service Certificate is required prior to commencement of this post.