



Director of Operations

Permanent

Full time • 36 hours • 52 weeks

Salary Pay Range: £80,730 - £95,580

The Kite Academy Trust is seeking an exceptional Director of Operations to join our ambitious Trust at an exciting and pivotal stage in our journey. With the appropriate professional qualification, strong executive experience and a proven track record of significant impact across multiple schools or complex organisations, the Director of Operations will utilise their outstanding analytical abilities, sound judgement and entrepreneurial mindset to provide strategic leadership and management across the Trust's Estates, HR and IT operations.

This is a strategically significant position for the Trust. The post holder will work closely with the CEO and Board of Trustees to ensure the Trust works effectively and efficiently towards the delivery of its mission, vision and strategic aims, and is compliant in all operational functions.

We are a Trust with an aligned mission, vision and values that sit at the heart of everything we do. Whilst our schools have their own distinct identities, we believe that by working collaboratively as one Kite team, we are uniquely placed to deliver a better offer for our pupils and our people.

We are looking for a Director of Operations who:

- Has significant experience in leading and building high-performing operations teams in a multi-academy trust (MAT) or similarly complex organisation
- Has expertise in data analytics, management information systems (MIS), and digital transformation
- Has a strong knowledge of key business service policies, practices and relevant legislation
- Has proven ability to identify and leverage commercial opportunities to enhance efficiency and income generation
- Can demonstrate a high level of strategic awareness and technical ability
- Will prioritise the promotion of our Trust mission, vision, values and one team ethos

And in return we will offer you:

- A unique opportunity to be part of a collaborative, professional community with our Trust values of positivity, integrity, resilience, respect and aspiration at the heart of everything we do.
- A firm commitment to continuously improving colleague wellbeing
- A pivotal role within an aspirational and highly driven Executive Team, with the prospect of shaping the Trust's strategic design and direction
- Genuine career and salary progression opportunities
- A workplace pension through the Local Government Pension Scheme (LGPS)
- 24 days annual leave (increasing to 28 days after 5 years' service)
- An ever-increasing range of other employee benefits

If you are looking for an exciting and career-defining role within a dynamic and aspirational trust, do get in touch. Whether you have developed your career in education or another field, you will have a good understanding of the education sector and MAT context, as well as a passion for improving outcomes for children. For an informal and confidential conversation with our CEO, please contact Nicola Macbeth on 01252 984930 or nicola.macbeth@kite.academy.

To apply, please complete the application form provided alongside this recruitment pack. The application form includes a supporting statement where you will be required to outline your experience in relation to the job description and person specification. Please note, CVs will not be considered as part of the application process. Completed application forms should be submitted to nicola.macbeth@kite.academy.

Application process:

Closing date: Monday 10th November 2025 at 12pm
Interviews: Thursday 20th and Friday 21st November 2025
Start: From March 2026 (pending availability of the successful candidate)

The Kite Academy Trust is an equal opportunities employer, committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Successful applicants are subject to an enhanced Disclosure & Barring Service check and satisfactory employment references.

We have a number of policies and procedures in place that contribute to our safeguarding commitment, including our Safeguarding & Child Protection Policy which can be viewed in the Policies section of our website. We actively support the Government's Prevent Agenda to counter radicalism and extremism.

In line with Keeping Children Safe in Education (KCSIE) guidance, we may also conduct an online search about any shortlisted candidates as part of our due diligence to identify any matters that might relate directly to our legal responsibility to meet safeguarding duties.

