

THE DUNSTAN CATHOLIC EDUCATIONAL TRUST

C/O St Joseph's Catholic
Primary and Nursery School,
Oxford Street,
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TA8 1LG

✉ office@thedcet.com

🌐 www.thedcet.com



Dear Applicant,

Thank you for your interest in joining our Trust Board of Directors. This is an exciting time to join us if you wish to use your skills and expertise to support pupils in your local Catholic schools and communities. Please note this is an unpaid volunteer role but out-of-pocket expenses can be reimbursed.

The Dunstan Catholic Educational Trust (the DCET or Trust) is a charitable company which opened on 1 March 2022 as one of the first Catholic multi-academy trust's (MATs) in Clifton Diocese. The DCET currently oversees six primary schools based in Somerset and North Somerset with a combined total of circa 1200 pupils, 200 staff and £5m budget. However, the Bishop's ambitious growth plan means it is expected to expand quickly over the next few years to over 20 schools with a mix of primary and secondary schools. More details about the Trust, its schools and governance arrangements can be found via: [The Dunstan Catholic Educational Trust \(thedcet.com\)](https://www.thedcet.com)

The Trust seeks a diverse range of skills, knowledge and experience to oversee delivery of its vision, strategy and Catholic ethos for the benefit of all pupils and communities served by the Trust, as well as enable compliance with its statutory duties as a charitable company accountable to the Department for Education (the regulator of academies). Executive level expertise in one or more of the following areas is required to complement the existing directors' skill sets (listed in no particular order):

- Leadership of a complex multi £m organisation operating on multiple sites
- Environmental, Social and Corporate/Charity Governance
- Growth, Project, Change and Risk Management
- Accountancy and/or Financial Management
- Executive Primary Education Leadership and Safeguarding
- IT, Digital Transformation and Data Protection
- Communications, Marketing and PR
- Equality, Diversity and Inclusion
- Health and Wellbeing

As a Catholic Trust it is imperative that the Trust Board Directors are committed to protecting the Catholic identity and requirements placed on faith-based schools. It is for this reason that the Bishop of Clifton Diocese appoints all directors. Whilst ideally foundation directors should be practising Catholics, the Bishop is prepared to consider candidates who are not Catholic but are committed to preserving the Catholic ethos.

The time commitment, on average, equates to 1-2 days per month to include formal meeting preparation and attendance, ongoing professional development, strategic planning, executive recruitment and performance management, engagement with stakeholders including accompanied visits to get to know the schools.

More details about the Trust and governance arrangements, including the Director Role Description and Person Specification and Scheme of Delegated Authority, can be found via: [Governance \(thedcet.com\)](http://www.thedcet.com).

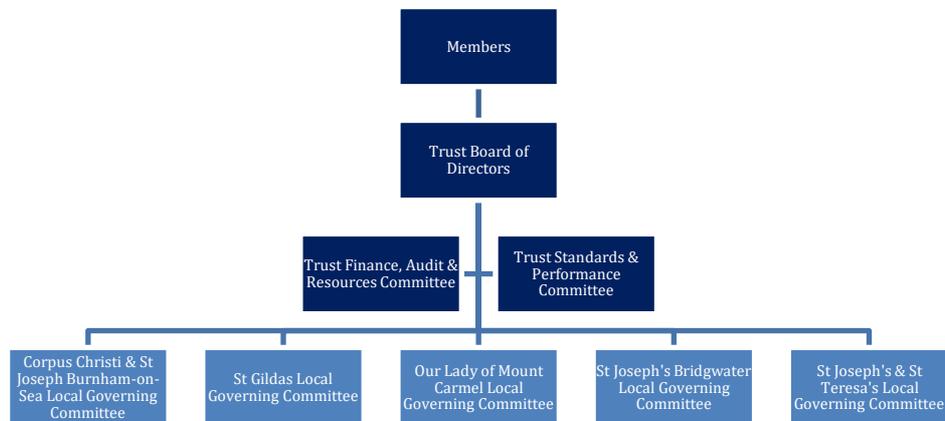


Diagram A - the Trust's governance structure.

In summary, the Trust Board's Scheme of Delegated Authority clarifies the different roles and responsibilities of the committees it has established. There are two types of committees in MATs. Trust committees have a trust wide remit e.g. finance, staffing, audit, estates and their membership must be composed by a majority of directors. Local Governing Committees usually have a single school oversight role, but could oversee more than one school, and their membership is composed of local governors. Their delegated remit is focused on holding the headteacher to account for the quality of standards and pupil outcomes, meeting the needs of the most vulnerable and disadvantaged pupils, including those with special educational needs and disabilities (SEND), wellbeing and spiritual development, attendance, safeguarding, health and safety, community engagement.

Academy trusts are publicly funded organisation so everyone involved in governance is expected to demonstrate a commitment to the Nolan principles and personal attributes detailed in 'A Competency Framework for Governance' published by the Department for Education: [Governance handbook and competency framework - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

More details about the roles and responsibilities of a director, including statutory duties, can be found in the DfE publication called 'Academy Trust Governance Structures and Roles': [Governance structures and roles - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

If you wish to find out more about the regulatory framework the Trust operates within, please refer to Part 8 of the Academy Trust Handbook which summarises the requirements set by the Department for Education in its capacity as the regulator: [Academy Trust Handbook - Guidance - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

The Trust Board is currently being supported by an experienced external company secretary and trust governance lead who can provide bespoke onboarding and induction support. As part of the Trust's investment in you, all directors are provided with access to ongoing continuous professional development via training available in-house,

Clifton Diocese and Somerset Governor Services. Plus, corporate membership of the Confederation of School Trusts, the professional body which represents around two thirds of all academy trusts in England.

N.B. The Trust is committed to diversity and inclusion and safeguarding to promote the welfare of children and young people. All successful applicants will be appointed subject to satisfactory completion of all recruitment processes. This includes obtaining an enhanced Disclosure and Barring Service (DBS) Certificate and Section 128 clearance and the receipt of satisfactory references.

Finally, whilst this is an unpaid volunteer role, it offers many personal and professional rewards, such as boardroom experience, and the opportunity to use your skills and expertise to support pupils in your local Catholic schools and communities.

I look forward to hearing from you.

Kind regards,

CChristie

Catherine Christie
Chair of Directors

The Role

Role title:	Director
Location of schools:	Somerset and North Somerset
Term of office:	Four years
Contract:	Pro bono (unpaid voluntary) with reimbursement of out-of-pocket expenses
Time Commitment:	An average of 1 – 2 days per month

How to Apply

If you would like an informal conversation before applying, please contact either the Trust Governance Lead via CEmery@theDcet.com and/or Bill McEntee, Diocesan Governance Officer via bill.mcentee@cliftondiocese.com or 0117 902 5599.

To apply, please complete (fully do NOT refer to a CV) all four of the following forms via the Clifton Diocese website:

Nomination form:	https://schools.cliftondiocese.com/form-5
Eligibility Declaration:	https://schools.cliftondiocese.com/form-6
CES Skills Audit:	https://schools.cliftondiocese.com/form-7
DBS Self Declaration:	https://schools.cliftondiocese.com/form-4

The Diocesan privacy notice can be found via its website: [Privacy Notice | Clifton Diocese](#)