



A Who's Who Guide to UK MAT Staff

The roles and responsibilities of every
school decision maker and influencer



Executive Team



CEO/Accounting Officer Decision-Maker

A CEO is the strategic lead of a Multi-Academy Trust, supervising all Head Teachers working within the Trust. They take full responsibility of all non-education outcomes, specifically the academies' finances and budgets, and the operational growth of the Trust.



Chief Financial Officer Decision-Maker

All MATs must have a named Chief Financial Officer to oversee all financial matters for the Trust and ensure compliance. Reporting directly to the CEO, they will ultimately be responsible for proper financial conduct, provide advice on strategic financial issues, and manage the leadership of the finance team. They will also be accountable for the accuracy and resilience of accounting practices and data within each academy.



Chief Operations Officer Decision-Maker

The Chief Operations Officer oversees the leading and management of all non-academic aspects of the Trust. Forming part of the Executive Team, they'll work closely with Trustees and Principles of the academies, and will usually take head responsibility for HR, IT, Premises, Marketing, and expansion projects.



Executive Headteacher Decision-Maker

The Executive Headteacher is the strategic leader of all academies in the Trust, overseeing improvement, growth, and partnerships. They'll ensure the highest standards of education, learning, and achievement, working closely with the Trustees and Executive team. They will also hold responsibility for managing the Trust, with a hand in recruitment, HR, and finances.



Executive Leader Decision-Maker

Working closely with the Executive Head Teacher, the Executive Leader will preserve and develop the ethos, aims, and goals of the Trust. They'll support the Executive Head Teacher in ensuring these are embedded in every aspect of school life, and work in partnership with the government to ensure all requirements are fulfilled and expectations met.



Business Manager Decision-Maker

The Business Manager supports the CFO and CEO with financial matters to ensure the Trust operates in good financial governance. They will typically have a hand in other areas, including recruitment, business development, HR, legal issues, and estates management, perhaps holding managerial responsibility of other administrative staff.

Directors



Director of Business Decision-Maker

The Director of Business, sometimes called the Director of Finance, will work across the MAT with all academies and be responsible for the financial, human, and physical resources of the Trust, as well as playing a role in supporting the Trust's strategic planning. They will work closely with the Chief Financial Officer to oversee financial matters.



Director of Data, Information & Systems Decision-Maker

This staff member holds the responsibility of creating and maintaining effective IT systems and data management processes, typically to assist with record-keeping and holding assessment data. They may also assist the Director of ICT and Network Managers to establish sound IT and EdTech for classroom use.



Director of Creative Learning Decision-Maker

The Director of Creative Learning will oversee the curriculum and provision for all aspects of creative learning in the Trust's academies. They'll be responsible for ensuring staff have the training and resources necessary to deliver engaging lessons, and monitor, report on, and act on student outcomes.



Director of Education & Teaching Decision-Maker

The Director of Education and Teaching will be responsible for supporting, training, and managing the leadership teams across all academies. Their focus will be on helping these teams achieve the best outcomes for students spiritually, morally, socially, and academically. They'll need to ensure teams have the knowledge, skills, and resources to do so, so will likely be involved in training and procurement.



Director of Estates
Decision-Maker

The Director of Estates, or Facilities Manager, oversees the site management, cleaning, and catering of all academies to ensure high levels of health and safety, learning, and development. They'll manage any premises and building improvement projects, supervising academy site staff and/or external contractors if necessary. They will typically be in charge of sourcing and securing funding sources for such projects.



Director of ICT
Decision-Maker

The Trust's Director of ICT leads the IT provision across the Trust, working with each academy's IT and Computing staff to provide the equipment and software to meet their aims and objectives. They'll be in charge of developing and maintaining all technology initiatives, providing IT support where necessary, and working with the safeguarding team on online safety policies.



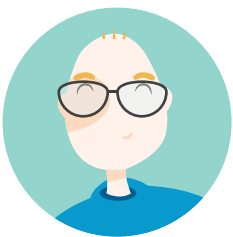
Director of HR
Decision-Maker

The Director of HR is responsible for all staff personnel issues to improve satisfaction and wellbeing, leading to a greater quality of learning and development. They may assist with recruitment and development, reviewing academy performance, and monitoring compliance with policies and procedures.



Director of Leadership
Decision-Maker

Typically under the supervision of the Director of Teaching and Learning, this staff member will be responsible for the development and implementation of personal and professional leadership development strategies for staff members across the Trust. This typically includes holding or sourcing coaching sessions, evaluating staff performance, and ensuring continuous development is made to support high levels of teaching and delivery.



Director of ICT
Decision-Maker

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Director of Pastoral Care
Decision-Maker

It is the duty of the Director of Pastoral Care to develop and sustain a healthy environment to protect the welfare of every pupil and staff member in their academies. They'll lead a wider team of pastoral staff to develop strategies for interventions, positive behaviour, and increased attendance. They'll also be responsible for sourcing or providing training for all members of the pastoral team.



Director of Safeguarding
Decision-Maker

The Director of Safeguarding will take the lead role of child protection across all academies in the Trust. Working closely with designated safeguarding persons, they'll oversee the development of new policies, maintain accurate and secure records, and assist academies and external with serious or difficult safeguarding concerns and referrals.



Director of Pedagogy
Decision-Maker

The Director of Pedagogy will take the lead on aspects of staff personal and professional development, and implement academy-wide initiatives to contribute to such. They may be responsible for creating new partnerships within the Trust, and with outside schools and educational organisations.





Director of Safeguarding, Behaviour & Welfare

Decision-Maker

Similar to the Director of Safeguarding, this role requires the staff to take responsibility for student safeguarding, but will have further responsibilities in student behaviour and welfare. Everyday tasks will include developing policies and strategies to maintain academy-wide standards, with more intense tasks including managing student referrals.



Director of Teaching, Learning and Assessment

Decision-Maker

This job role is very similar to the Director of Teaching and Learning, but with an added focus on student assessments. They'll be responsible for the development of student performance data collection and analysis, and working with the Executive teams to develop the curriculum and strategies to improve attainment and results.

Management/Leadership Team



MAT Head Teacher/ Principal Decision-Maker

The Head Teacher of each individual academy in the Trust will hold overall responsibility for managing the day-to-day operations of the academy, including education, staff management, and policy making. They'll work directly under the Executive Head and follow their direction, alongside the Board of Trustees.



Head of Education Decision-Maker

The Head of Education will be directly responsible for all academic and pastoral aspects and outcomes across the Trust. They'll lead on all curriculum matters, help manage and motivate each academy's SLT to continually meet objectives and targets, and work closely with the executive team to help develop the Trust's strategic view, growth, and development.



Head of Academy Decision-Maker

The Head of Academy takes responsibility for any complex day-to-day occurrences during the school day. They'll work closely with the Executive Head Teacher and other executive staff to manage provisions and the school site, and will be a key stakeholder in forming the development of leadership, teaching, and learning to continually raise standards, progress, and attainment.



Marketing & Communication Manager Decision-Maker

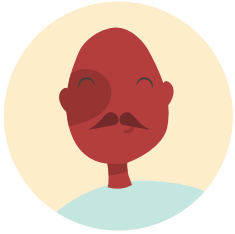
The Trust's Marketing Manager leads the marketing, pupil recruitment, and communication strategies for all academies across the Trust. This includes developing and delivering marketing plans in line with decision-maker goals, and creating material to communicate the Trust's ethos to drive pupil numbers.



Employment & Development Manager Decision-Maker

Assisting the Business Manager and HR staff, this staff member leads on staff recruitment and retainment, managing the roles that the academies need filled and cultivating staff capabilities, development, job satisfaction, and workplace wellbeing. They will likely assist leadership staff with sourcing professional and personal development provision.

Support Staff



Head of Children's Services Decision-Maker

Working with Head Teachers, governors, and academy sponsors, the Head of Children's Services supports high educational standards and welfare of all students, particularly those from disadvantaged backgrounds. They'll support the safeguarding teams with external partnerships and referrals, such as Pupil Referral Units or provisions for looked-after children.



PA to CEO Influencer

The CEO's PA will develop and lead all clerical and administrative support for the Trust. They'll be the first point of contact for anyone wishing to get in touch with the CEO, communicating with parents, external parties, and other members of the Trust alike. They'll be responsible for managing the CEO's schedule, travel arrangements, meetings, events, and correspondence.



Secretary/Clerk to the Trust Influencer

Working closely with the PA, the Trusts' Secretary assists with any and all administrative tasks set by their supervisor. They may take the place of the PA in the case of an absence, but are typically less involved with the CEO's schedule, and focus more on daily admin tasks including attendance monitoring, answering telephone calls, and passing on emails to relevant Trust members.

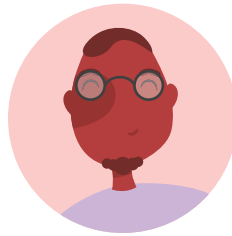


Trustees



Chair of Trust Board Decision-Maker

The Chair of Trust Board works closely with the CEO, acting as a channel of communication between them and the board to ensure all Trustees have accurate, up-to-date information to provide effective governance. The Chair may represent the MAT in meetings or the media, provide training and mentoring services to Trustees and other MATs, lead the development of the board, and act on meeting decisions.



Chair of Trustees Decision-Maker

The Chair of Trustees will lead their Trustees in holding the Board and Executive Team accountable for the MAT's strategic goals, ethos, and missions. They'll provide leadership to all Trustees, ensuring the Trustees are working collaboratively and efficiently both within their team and with the Chief Executive officer.



Vice Chair of Trust Board Decision-Maker

The Vice Chair of the Trust Board will support the head Chair in a deputy position, and will act on tasks set by the Chair. This could include supporting the development of the Trust's strategic plans, or supporting Trustees with training and mentorship. The Vice Chair may take on the position of the Chair in the case of absence, but cannot make decisions or take on specific roles unless authorised to do so.



Vice Chair of Trustees Decision-Maker

Similarly to the Vice Chair of the Trust Board, the Vice Chair of Trustees supports the head Chair in a deputy position, potentially taking on their role in full in the case of absence. They'll only be able to act on specific tasks set by the Chair, typically assisting the leadership of the Trustees and ensuring consistent, efficient communication.



MAT Trustee Decision-Maker

A Trustee is responsible for three core governance functions: setting the direction, ensuring financial integrity, and holding the Head Teacher accountable. As Academy Trusts are charitable companies, the Trustees must also comply with charity and company law requirements. They must regularly attend meetings, manage conflicts of interest, seek advice from the leadership teams, and ensure the academies have appropriate procedures in place for reporting financial information.



Education Trustee Decision-Maker

The Education Trustee will pay special attention to the academic running of the Trust, above financial or business matters. Overseeing the strategic development of the academies, they'll make decisions based on achieving the best outcomes for students both personally and academically.



Finance Trustee Decision-Maker

A member of the Trustee Board, the Finance Trustee will pay special attention to the school's finance management. They'll oversee and assist the strategic development of the Trust, ensuring budgets are being put to the best use. They may also take on the role as Treasurer.



HR & Employment Trustee Decision-Maker

The HR & Employment Trustee will focus on ensuring decisions are made in staff's best interests. They'll be concerned with job satisfaction, staff wellbeing, and personal and professional development, ensuring staff have the provisions to teach to a high standard and raise attainment and outcomes. They will also be involved in matters of recruitment and retention.



Law Trustee Decision-Maker

The Law Trustee is concerned with all legislative and legal matters in any decisions made by the Trustees. They must ensure the Trust and all academies are running in accordance with education legislation, and laws laid out by the government.



Member of the Trust Decision-Maker

Members of the Trust are similar to company shareholders – they have ultimate control over the Academy Trust, with the ability to appoint Trustees and amend the articles of association. A Trust legally must have three members, although five is recommended. Members can also become Trustees, but as Members are responsible for holding Trustees to account, this practice isn't recommended to ensure robust accountability.

What Next?

There you have it – the essential insights of all MAT staff you can market to with Campus. But there's no time to rest - the education landscape is always changing, and with 80,000 updates made to Campus's database every single month, the launch of a new job role could happen at any given moment. Stay prepared, and your edu-marketing will remain ahead of the crowd.

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