

# Excel Learning Trust

---

## Trustee Positions commencing Spring Term 2024/25

### Information to guide applicants

#### Introduction

Excel Learning Trust is an educational Trust established in April 2016, which currently comprises seven schools located in York: Carr Junior School; Knavesmire, Scarcroft and Woodthorpe primary schools; Millthorpe and York High secondary schools and Inspire Alternative Provision. It is managed by a Board of Trustees who delegate most authority for the running of the schools to the Trust's executive team and school management teams and to subcommittees of the Trust Board, including the Finance, Audit and Risk Committee, the Education and Standards Committee and Local Governing Boards.

We are seeking a number of individuals to join our Trust Board, to help guide the strategic development of the Trust and deliver outstanding education in our schools.

#### Our current vacancies

As a Trust we want to better reflect the communities we serve, so we're particularly looking to hear from potential Trustees who are Black, Asian or from a minority ethnic background, disabled, with long term health conditions, and/or LGBTQIA+, as these groups are currently underrepresented on our Board.

Support for disadvantaged pupils and those receiving pupil premium funding is a priority for the Trust and so we are keen to increase the experience (both professional and lived experience) on the Board of these areas, and younger trustees (under 35).

No previous experience of being a Trustee is needed and training and support is provided to all new volunteers. Whilst these are unpaid volunteer positions, we can cover expenses to attend meetings and training, such as travel and childcare.

We are currently recruiting to fill a number of positions on the Trust Board. There are some specific skill sets we are looking for on our Board, so we are keen to hear from potential candidates who may have:

- **Experience in education**, particularly in a leadership role in either primary, secondary schools, or in a Trust leadership role.
- **Experience in finance or accountancy** in any commercial, charitable or educational context at a senior level.
- **Experience in communications, marketing, media or PR** in any commercial, charitable or educational context at a senior level



- **Experience in HR and/or organisational development** in any commercial, charitable or educational context at a senior level.
- **Experience in the education sector.**

Most importantly, we are looking for people with a range of skills and experiences who can contribute to leading our Trust, so no matter what your background, skills and experiences are, if you're interested in a Trustee role please do get in touch.

Successful candidates will have inquisitive, independent minds, the ability to work strategically as part of a team, as well as a demonstrable commitment to the Trust's ethos and values. Humility, good judgement, resilience and determination are essential.

As the Trust is grounded in its community, we wish to draw our Trustees primarily from those who work or live in York and its surrounding areas.

We welcome applicants from anyone in the wider community who supports our ethos and mission as a charity. Applicants with children at one of the schools are welcome to apply, however current employees of the MAT's schools are not eligible.

### **What do Trustees do?**

As the accountable body, the Board is the key decision maker in the Trust. It delegates operational matters to executive leaders, and governance functions to committees (including local governors), but the Board remains accountable and responsible for all decisions made.

The Board has three core functions:

- Ensuring clarity of vision, ethos and strategic direction
- Holding executive leaders to account for the education performance of the organisation and its pupils, and the performance management of staff, and
- Overseeing the financial performance of the organisation and making sure its money is well spent

In legal terms, the Board of Trustees is also the Board of Directors – each Trustee will be appointed as a Director of the MAT company. More detailed information about the role of the Trust Board can be found in the Department for Education's academy trust governance guide [here](#).

Trustees must comply with all relevant and applicable laws and regulations, including the Companies Act 2006 and the requirements of the Charities Commission. A useful guide to Trustee responsibilities can be found [here](#). Every Trustee must be a fit and proper person for a position of public service, and not disqualified from directorship. The Trust is committed to safeguarding children and would require a successful applicant to undergo a full Disclosure and Barring Service check and other suitability checks prior to appointment.

We welcome applications from first-time trustees and support and information about the role and responsibilities of Trustees, and training and induction, will be provided.

### **What is the expected level of commitment?**

The Board meets approximately six times a year, generally in person. Meetings are scheduled well in advance and generally take place during the school day so that Trustees can visit the schools. Trustees will also join either the Finance and Audit Committee, or the Education and Standards Committee, each of which meet at least three times per year. In addition, it is expected that each Trustee would make one or two visits to one of the Trust's schools each year, and attend training as required.

### **How can we support you?**

Being a Trustee is a significant time contribution and we want to ensure we make the best use of your skills, knowledge and time. We also appreciate it takes time to understand the role and the organisation and we are committed to providing new Trustees with the support you need to fulfil your role well. New Trustees are also offered induction and training, such as meetings with the Chief Executive Officer and Chair of the Trust Board, opportunities for guided visits to the schools, a 'buddy' from the existing Trustees to answer any informal questions, and access to a range of high quality online courses that cover core aspects of the role. The Chair meets with all Trustees annually to review their involvement and discuss any training or support needed.

### **What can being a Trustee offer you?**

Being a Trustee is a great opportunity to contribute to improving education for children and young people in our community and there are also many benefits for individuals taking on these positions. You will develop new skills, meet new people and connect with an extensive network of Trustees and governors across the city. For those involved professionally in working with children and young people, being a Trustee of a MAT offers an opportunity to gain a broader perspective on the issues confronting schools.