

New Schools Network

*Senior NED Recruiter, Academy Ambassadors
Role description*

Fixed term contract until 31st March 2020

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Network**

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Academy Ambassadors (AA) is currently recruiting a Senior NED Recruiter to seek out senior leaders from the business community and introduce them to academy trusts as volunteer non-executive directors (NEDs).

Academy Ambassadors has transformed volunteer recruitment to multi-academy trust boards, attracting the brightest and best from business and the professions. Together, we help inspirational educationalists and talented business leaders provide a better future for the next generation.

You will be responsible for recruiting the highest calibre of candidates to NED roles on boards. The successful candidate will have broad experience of recruiting roles such as commercial, HR, Legal and Accountancy from businesses and professional services firms and will share our passion for improving the life chances of young people, particularly the disadvantaged.

In return we offer the opportunity to make a very real difference to schools and to the programme where your personal impact will be clearly visible and celebrated. You also gain access to an enviable network of leaders in business and in education and the opportunity to make a significant impact from the outset.

Title:	Senior NED Recruiter
Reporting line:	To the Deputy Head of Academy Ambassadors Programme
Salary:	Starting salary £28-30k, pro rata (fixed term contract until 31 st March 2020), dependent upon experience
Hours:	The role is available full-time but can be adapted to part-time and/or flexible working for the right candidate.
Location:	New Schools Network's London Riverside office

Deadline for applications: 13 September 2019. Please note that expressions of interest will be considered on a rolling basis and you are advised to register interest early.

About us

New Schools Network (NSN) is a dynamic, growing charity that aims to improve the quality of education – particularly for the most deprived – by increasing the number of good free schools within the state sector. By offering advice, guidance and support, the charity has been instrumental in helping hundreds of groups of parents, teachers, charities and schools to establish new schools.

Academy Ambassadors is a specific programme within NSN that supports multi academy trusts (MATs) in England by identifying senior business leaders as voluntary Non-Executive Director (NED) roles for their trust boards. Academy Ambassadors provide a free service to multi-academy trusts and since 2013 the not-for-profit programme funded by the Department for Education has helped trusts to fill over 1400 board roles. Academy Ambassadors recruits high-calibre business candidates with skills in areas such as finance, law, audit, risk, change and growth management.

The Senior NED Recruiter will:

- Actively generate and ensure a consistent pipeline of high calibre candidates for all Academy Ambassadors' regional teams across England through identifying - and helping to engage with - appropriate regional channels and networks, conducting executive search research and supporting regional events
- Project manage all NED recruitment activity for multi-academy trust boards in the South East South London (SELS) region
- Assist with recruitment activity across other regions, particularly across the South of England and also support colleagues in the North in times of high need
- Support communications activities to sectors that generate NED candidates

This will be achieved by:

- Working closely with the Deputy Head of Academy Ambassadors and each regional team, identify key skills shortages in specific regions across England
- Conducting focused LinkedIn research in order to create headhunting pipelines for each regional team
- Nurturing existing - and developing new - relationships with regional professional networks and membership bodies in England in order to further raise awareness of the Academy Ambassadors programme for senior business executive leaders from commercial industry sectors as well as the professions (i.e. legal, finance, accountancy, HR, chartered surveyors)

Key Responsibilities – South East South London (SESL) region:

- Working closely with the Regional Adviser for SESL, ensure that each recruitment assignment starts with a full brief from the MAT including the production of a detailed trust specification to use for advertising and promotion
- Ensure all roles are advertised to appropriate channels and networks
- Engaging existing candidates in the AA talent pool to inform them of new opportunities and invite them to express their interest
- Screen all applications and identify suitable candidates to be telephone interviewed by the Regional Adviser
- Proactively research and headhunt senior executives, including initial engagement dialogue, within the SESL region to highlight current and future NED opportunities
- Manage the candidate and MAT journey including all communication, from initial application stage and screening to shortlisting, MAT interview and appointment
- Liaise regularly with the Department for Education (DfE) to provide updates on activity levels, discuss DfE referrals of MATs to Academy Ambassadors and address queries regarding NED recruitment

Key Responsibilities – national:

- Collaborate with colleagues across the team and the wider organisation with regards to:
 - co-ordinating and attending events
 - developing networks and corporate partnerships
 - sharing best practice advice
 - offering coaching and guidance
- Conduct executive search research across all regions and build pipeline lists for headhunting by the regional teams
- Support colleagues across all regions with recruitment activity in peak times and high need

- Support the Head of Academy Ambassadors by providing timely regional information for quarterly Ministerial reports

Personal specification – skills and competencies:

You will...

- Be confident in engaging successfully with senior professionals and organisation leaders across a variety of sectors or functions and enjoy networking.
- Be able to rapidly interpret requirements and translate them into searchable criteria in order to create successful matches between candidates and trust opportunities
- Have strong project management and organisational skills with a focus on deadline management and successful delivery of recruitment projects
- Bring experience of recruiting at high volume and managing multiple stakeholders effectively
- Be highly customer oriented and uphold New School Network's core purpose of working to transform the standard of education in England
- Demonstrate evidence of successfully managing the recruitment of professionals in one or more of the following areas HR, Finance, Accounting, Legal – ideally at manager level and above
- Be self-motivating and enjoy inspiring others to thrive in a dynamic environment.
- Be a flexible, pragmatist with personal flexibility to adjust swiftly to changing external circumstances without losing long-term focus on outcomes.

For further insights to the Academy Ambassadors programme please visit our website:

www.academyambassadors.org

For more information about New Schools Network, please visit

<https://www.newschoolsnetwork.org/>

To apply for this role, please e-mail jobs@newschoolsnetwork.org with your CV and a covering letter, explaining why you are the right person for this job. Please also include details of your current salary and notice period.

Please note: We are keen to appoint as soon as possible so will be interviewing and may appoint for this position before the deadline. Candidates are therefore encouraged to apply as soon as possible. NSN reserves the right to withdraw this job posting at any time.