

## Trust Specification Form – Questions Outline

Please note that this document does not represent the trust specification form. This document should only be used as a guide to provide the information required to complete the trust specification form. [Complete the online trust specification form here.](#)

Please ensure you have to hand details about your trust, future plans, role description and key competencies you will be recruiting to as you cannot return to this form at a later date. Please note the asterisk (\*) is mandatory information.

Name of trust\*

Name of Chair\*

Telephone contact of the Chair\*

Email of Chair\*

Other contact name

Other contact email

Other contact telephone number

Other contact role

RSC region\*

Location of trust board meetings

Address 1\*

Address 2

Address 3

Postcode

About your trust\*

Phases - please tick if you have any of the following \*

Nursery

Primary

Secondary

All-through

Special school

Free school

Alternative provision

Number of schools (numbers only)

Number of pupils (numbers only)

Number of staff (numbers only)

Budget (£ million approx.)

Please give a brief overview of pupil cohort e.g.: FSM, SEN, EAL \*

Number of roles being recruited\*

Role type

Role 1\*

- Chair
- Chair of Audit
- Chair of Finance
- Chair of Human Resources
- Member
- Trustee/Non-Executive Director
- Other non-executive position

Role description\* – provide a brief outline of the role description i.e. key responsibilities.  
Word limit: 50 words.\*

Essential and desirable core competencies\* – please choose up to three essential and four desirable core competencies for role 1.

- Chair
- CEO/ General Management
- CFO/ Finance
- Non-executive/ Trustee
- Audit
- Remuneration Committee Chair
- Entrepreneur/ Founder
- Branding/ Marketing
- Change Management
- Corporate Governance
- Growth Management
- HR
- IT/ Technology
- Legal/ Compliance
- Qualified Accountant
- Real estate/ Property
- Restructuring
- Risk
- Strategic
- Succession Planning
- Turnaround

Person specification – briefly outline the skill-set and experience required for role 1. Word limit: 50 words.

Time commitment (hours per month)

Three key challenges for your trust over the next 12-24 months are:

1. Challenge one
2. Challenge two
3. Challenge three

Future plans

Trust ethos and values\*

Trust website address

Governance structure

Closing date please allow 6-8 weeks for a full recruitment window.

Is there any other important information you would like to tell us about?

If your trust is in the pre-opening stage, please provide your main RSC contact email address: (email@email.com)

Where did you hear about Academy Ambassadors? \*

END