



**Job Title: Trust Business Partner**  
**Hours: 37 hours per week**  
**WPY: 52.14 (full working year)**  
**Grade and SCP: PO12, SCP 38-41**  
**Salary: £49,282 to £52,413**  
**Contract Type: Permanent**  
**Main Workplace: TrustEd Schools Alliance Offices, Bridgnorth**  
**START DATE: ASAP**

The TrustEd Schools Alliance is a Shropshire multi-academy trust looking after a family of local schools, consisting of 5 secondaries and 4 primaries. We are a professional and friendly trust committed to raising pupils' aspirations so that all young people reach their fullest potential and achieve the success they want for themselves.

### **Main outline of the job**

The Business Partner is a senior operational role providing professional finance, estates, and business management support across the Trust, reporting to the Trust Estates Manager and Trust Finance and Business Manager. The postholder will work with a high degree of autonomy, acting as a trusted adviser to Trust leaders. The role includes ongoing day-to-day support and advice to Headteachers and School Business and Operations Managers, ensuring continuity, compliance, and consistency of practice across the Trust. The role also includes deployment to Trust schools to provide short-term cover for business management functions when required.

*Further workplace, duties and responsibilities can be found in the job description.*

### **Experience**

- School Business Manager qualification or equivalent is essential
- Valid UK driving licence for travel is essential
- Substantial experience of business management in education or the public sector

### **Application process**

- Full details of the role and application process are available from the school's website [www.trusted-schools.com](http://www.trusted-schools.com). If you feel you have the qualities to complement our existing team, then we would love to hear from you. **Please note CVs will not be accepted.**
- The closing date for all applications is **Wednesday 25<sup>th</sup> February 2026 at 9.00am. Applicants are encouraged to apply early as the Trust may start the interview process before the closing date.**
- Interview date will be 6th March 2026 but is subject to change. An email will be sent, or telephone call will be made to shortlisted candidates with details of the interview process. If you have not heard from us within a week of the closing date, please assume your application has been unsuccessful.
- Completed application forms should be returned by email to [scarlett.beach@trusted-schools.com](mailto:scarlett.beach@trusted-schools.com) by the closing date.
- The appointment is subject to satisfactory pre-employment clearances including references, medical clearance and an enhanced DBS Disclosure under the "Rehabilitation of Offenders Act 1974". Further details regarding this check are available by visiting [www.dbs.gov.uk](http://www.dbs.gov.uk). This Trust is committed to safeguarding and promoting the welfare of children and young people/vulnerable adults and expects all staff and volunteers to share this commitment.