



Bishop Hogarth

Catholic Education Trust



Continuous Professional Development (CPD) & Training Manager

Band 10 – Pay Award Pending

SCP 28 – 31 £32,234 – £34,729

per annum

37 hours per week, whole time

Permanent

Closing Date: Wednesday 26

January 2022, 9 am

Bishop Hogarth Catholic Education Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post will be subject to a satisfactory Enhanced Disclosure and Barring Service check.

As an employee of Bishop Hogarth Catholic Education Trust you may work from time to time in one or more of our Academies.

The Directors of Bishop Hogarth Catholic Education Trust invite applications for the position of CPD & Training Manager

Bishop Hogarth Catholic Education Trust currently comprises 30 academies, rising to 35 in May 2022 across Darlington, Stockton, Billingham, Hartlepool and the Durham area.

Working within a Team of Central Services Colleagues under the direction of the CEO, DCEO & COO you will take the leading role in the development and delivery of the Trust's CPD Programme together with the statutory training arrangements for all staff within our Trust. This is a new post and an exciting opportunity for an experienced professional to shape and develop this vital role contributing to high staff morale and professional agency.

You will have personal confidence and professionalism enabling you to liaise with colleagues at all levels and stages of their careers both teaching and support staff. The successful candidate will be resilient, conscientious and able to work independently and as part of a team with access to reliable, suitable transport to meet the needs of this post.

This is a full time, whole time position, although as a flexible employer we would also welcome applications from professionals interested in term time or term time plus arrangements. The position will be based at one of the schools within the Trust to be agreed to suit the requirements of the Trust and the successful candidate.

For more information please contact the Chief Operating Officer, Jennifer Moorhouse on 01325 254525. Applications forms should be returned by Wednesday 26 January 2022, 9 am to Mrs H Wooding PA to the CEO, Bishop Hogarth Catholic Education Trust, Carmel College, The Headlands, Darlington, Co Durham, DL3 8RW.

Application forms are available from <https://bhcet.org.uk/vacancies/> and should be returned to recruitment@bhcet.org.uk