



Bishop Chadwick  
Catholic Education Trust

# COMMUNICATIONS AND MARKETING MANAGER

**Bishop Chadwick Catholic Education Trust**

**CEO: Mr T.B. Tapping**

**Salary: South Tyneside Band 8, £40,876 per annum, pay award pending**

**Start Date: as soon as possible**

**Contract: Permanent, whole time (full year)**

The Diocese of Hexham and Newcastle has a growth plan for Bishop Chadwick Catholic Education Trust to serve South Tyneside, Sunderland and East Durham, with a total of 34 schools in the Trust by July 2022.

Bishop Chadwick Catholic Education Trust (previously named Northern Saints Catholic Education Trust) was established in February 2016, currently there are twenty one schools within the Trust.

Directors are seeking a Communications and Marketing Manager to work as part of the Trust central team, you will act as the strategic lead on all aspects of communication and marketing, supporting the Board of Trustees and Executive team in ensuring the highest standards across the Trust in a cohesive way.

The successful candidate will be based at the Trust Head Office, Evolve Business Centre, Cygnet Way, Rainton Bridge South Business Park, DH4 5QY.

Bishop Chadwick Catholic Education Trust safeguards and protects its students and staff by being committed to respond in accordance with South Tyneside Child Protection Procedures. Enhanced DBS checks are mandatory for all school staff.

Completed application forms should be submitted by email to [recruitment@bccet.org.uk](mailto:recruitment@bccet.org.uk) by **9am on Friday 22<sup>nd</sup> October 2021**. Emailed applications are required and CV's will not be accepted. For an informal and confidential discussion, please contact Emma Harrison, Chief Operating Officer [eharrison@bccet.org.uk](mailto:eharrison@bccet.org.uk) to arrange a confidential discussion.

Selection process to be confirmed.

[A note regarding COVID 19](#)

Please note, the interview process will take place over a virtual platform to ensure the safety of all involved.

Electronic signatures will be accepted but candidates will be required to add a written signature to their application when circumstances allow.

*The position we are filling is exempt from the provisions of the Rehabilitation of Offenders Act and a satisfactory Enhanced DBS from the Disclosure and Barring Service is required as part of pre-employment checks.*



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*Bishop Chadwick Catholic Education Trust is an equal opportunities employer, welcoming applications from all sections of the community. We are committed to safeguarding and promoting the welfare of young people and vulnerable adults and we expect staff and volunteers to share this commitment.*