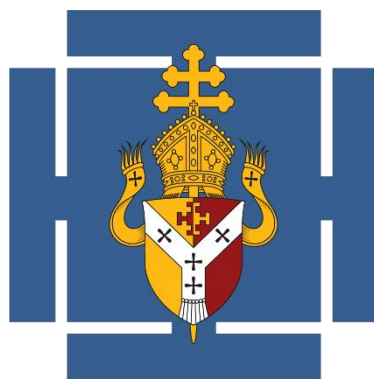


**Archdiocese of Birmingham
St Raphael the Archangel
Catholic Multi-Academy Trust
Director
Recruitment Pack**



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Welcome

Join Us in Shaping and Advancing the Future of Catholic Education!

Following the successful launch of the 63-school St Gabriel the Archangel Catholic Multi-Academy Trust (CMAT) in the north of the Archdiocese in September 2025, the Archdiocese is advancing its plans to establish another CMAT. This new Trust, which will be named St Raphael the Archangel CMAT, will initially bring together Our Lady of the Magnificat and Holy Spirit Multi-Academy Companies (MACs), as well as a number of voluntary aided schools. The list of these voluntary aided schools is as follows:

- St Peter's Catholic Primary School, Leamington Spa
- St Joseph's Catholic Primary School, Whitnash
- Our Lady's Catholic Primary School, Princethorpe
- St Mary Immaculate Catholic Primary School, Warwick
- St Anthony's Catholic Primary School, Leamington Spa

After the MACs merge and voluntary aided schools convert (pending DfE approval, targeted for September 2026), a new Board of Directors will oversee the Trust. To support an effective transition, the Archdiocese plans to establish this Board in the summer term of 2026, ahead of the formal merger.

This development presents a unique opportunity for committed and skilled individuals to make a meaningful contribution to Catholic education. We are seeking passionate individuals to join the Board of Directors who will help shape the strategic direction of the St Raphael the Archangel CMAT in partnership with the experienced CEO, Sinead Smith, and the executive team. This new Board of Directors will have the following responsibilities:

- Lead on the planning and preparation for the creation of St Raphael the Archangel CMAT, which will come into effect on 1st September 2026.
- Be the Trust Board for St Raphael the Archangel CMAT from September 2026.
- In the interim period, join the Board of either Holy Spirit MAC or Our Lady of the Magnificat MAC

Who We're Looking For

We're seeking volunteer Directors with strong strategic skills and high-level expertise in areas including:

- Catholic Life and Mission
- Education
- Finance
- Legal/Compliance
- Human Resources (HR)
- Operations and Estates

While the majority of Directors will be practising Catholics, we also warmly welcome applications from experienced professionals of all faiths or none. .



Make a Difference

By joining the Board, you'll be helping to create a safe and nurturing environment where pupils can grow spiritually and academically. You'll be part of a vibrant community working together to deliver the very best Catholic education.

How to Apply

If you're passionate about making a difference and want to be part of this historic initiative, please contact:
Mr Mark O'Connell

Senior Adviser for Academy Development

 academies@bdes.org.uk

 07984 528321

The application process will involve you completing a diocesan application pack and an interview with diocesan officers. In addition, applications from practising Catholics will be asked to provide a priest's reference.

Closing date for applications: 12.00 noon on Friday 20th March, 2026

Interviews will take place online on the afternoon of Wednesday 25th March and the morning of Thursday 26th March.

Appointments will be made by Tuesday 31st March 2026

Take this opportunity to make a lasting impact - join us and help shape the future of Catholic education!

Steve Bell
Director of Education
S.Bell@bdes.org.uk

Sinead Smith
CEO designate, St Raphael the Archangel CMAT
sinead.smith@magnificat.org.uk



Vision

His Grace, Archbishop Bernard Longley, set out his vision for Catholic education in the Archdiocese of Birmingham on 11th July, 2024. A copy of his speech, along with that of the Director of Education, Steve Bell, can be viewed on the DES website at [Our vision and strategy](#).

A Strong and Flourishing Catholic Multi-Academy Trust

“I have come that they may have life and have it to the full.” (John 10:10).

Jesus’ words in John’s Gospel point to the purpose of human life as one of human flourishing. The long-term vision for the creation of a new, larger Catholic Trust is therefore to establish a resilient Catholic organisation that will grow stronger through the alignment of the collective gifts, efforts, resources, skills and knowledge of its schools.

From September 2026, two multi-academy companies and five voluntary aided schools across Warwickshire and parts of Worcestershire will come together within a new Catholic Multi-Academy Trust. In September 2027, three further multi-academy companies and eleven voluntary aided schools from Coventry and Oxfordshire are planned to join St Raphael the Archangel CMAT, bringing together 67 schools educating almost 22,000 pupils.

By working together as a single organisation, the CMAT will ensure a coherent and high-quality Catholic educational experience for every child, especially those with special educational needs and those who are disadvantaged.

St Raphael the Archangel CMAT will provide the very best Catholic education, nurturing the hearts, minds, and souls of our pupils, staff and the parishes and communities it will serve. The CMAT’s performance will be reviewed against the Strong and Flourishing Catholic Multi-Academy Trust framework that is attached. Reviewing performance against this framework will enable the Trust Board and Executive Leaders to fully articulate their mission in Catholic education and it will provide a secure footing for the provision of authentic Catholic education for all pupils in this region of the Archdiocese.

Common Strategic Approach

The Archdiocese is dedicated to building flourishing communities where strong Catholic values are instilled, and every child is empowered to thrive. Guided by the principles of Catholic Social Teaching and participation in social action, the Archdiocese is committed to creating a future where every child has the opportunity to reach their God-given talents and to contribute meaningfully to the world that God has created.

Charism of Governance

At the heart of our collective mission is the belief that governance is the key to fostering a strong and flourishing CMAT. Effective governance is not merely about administrative processes, but rather a transformative force that shapes the mission, ethos and culture of St Raphael the Archangel CMAT and its schools. Through good governance structures and practices, the CMAT and its schools, with the support of the Archdiocese, seek to cultivate environments where the values of compassion, justice, and solidarity are not only taught but lived out daily. Subsidiarity plays a key role in any flourishing system. Schools know their communities best and are able to respond to local needs. The flourishing CMAT will embrace excellent examples of subsidiarity as a strength in the system.



Preferential Option for the Poor

Central to our ethos is the Catholic Social Teaching principle of the preferential option for the poor. Inspired by the words of Pope Leo XIV's homily at the Jubilee of the World of Education Holy Mass and Proclamation of St. John Henry Newman as Doctor of the Church, directors will strategically lead communities of hope that are a witness to the joy of the Gospel as laboratories of prophecy. The successful candidates will share our desire to prioritise the needs of the most vulnerable members of the community. There will be a clear commitment to social justice to ensure that every child, regardless of background or circumstance, has access to the transformative power of education. St Raphael the Archangel CMAT and its schools will provide a flourishing inclusive Catholic education system that is anchored in serving the needs of the whole community as they embody Catholic Social Teaching and participation in social action.

Achievement of the Articles of Association

The new Trust will be a family of Catholic schools that exist to achieve the object of advancing the Catholic religion by such means as the Diocesan Bishop may think fit and proper. Therefore, centrality of the Archbishop of Birmingham is key to the successful operation of St Raphael the Archangel CMAT.



St Raphael the Archangel CMAT will be established in two phases:

From September 2026, it will comprise:

Existing MACs

[Our Lady of The Magnificat Catholic MAC](#)

[Holy Spirit Catholic MAC](#)

Current VA schools

[St Peter's Catholic Primary School, Leamington Spa](#)

[St Joseph's Catholic Primary School, Whitnash](#)

[Our Lady's Catholic Primary School, Princethorpe](#)

[St Mary Immaculate Catholic Primary School, Warwick](#)

[St Anthony's Catholic Primary School, Leamington Spa](#)

Pupil numbers 8,366 (2025 census)

From September, 2027, the following MACs and schools are invited to join the CMAT:

MACs

[The Romero Catholic Academy](#)

[Holy Cross Catholic MAC](#)

[The Pope Francis Catholic MAC](#)

VA Schools

[All Souls' Catholic Primary School, Coventry](#)

[Holy Family Catholic Primary School, Coventry](#)

[Our Lady of the Assumption Catholic Primary School, Coventry](#)

[St Anne's Catholic Primary School, Coventry](#)

[St Mary and St Benedict Catholic Primary School, Coventry](#)

[St Osburg's Catholic Primary School, Coventry](#)

[St Joseph's Catholic Primary School, Headington](#)

[St. Aloysius' Catholic Primary School, Oxford](#)

[Sacred Heart Catholic Primary School, Henley-on-Thames](#)

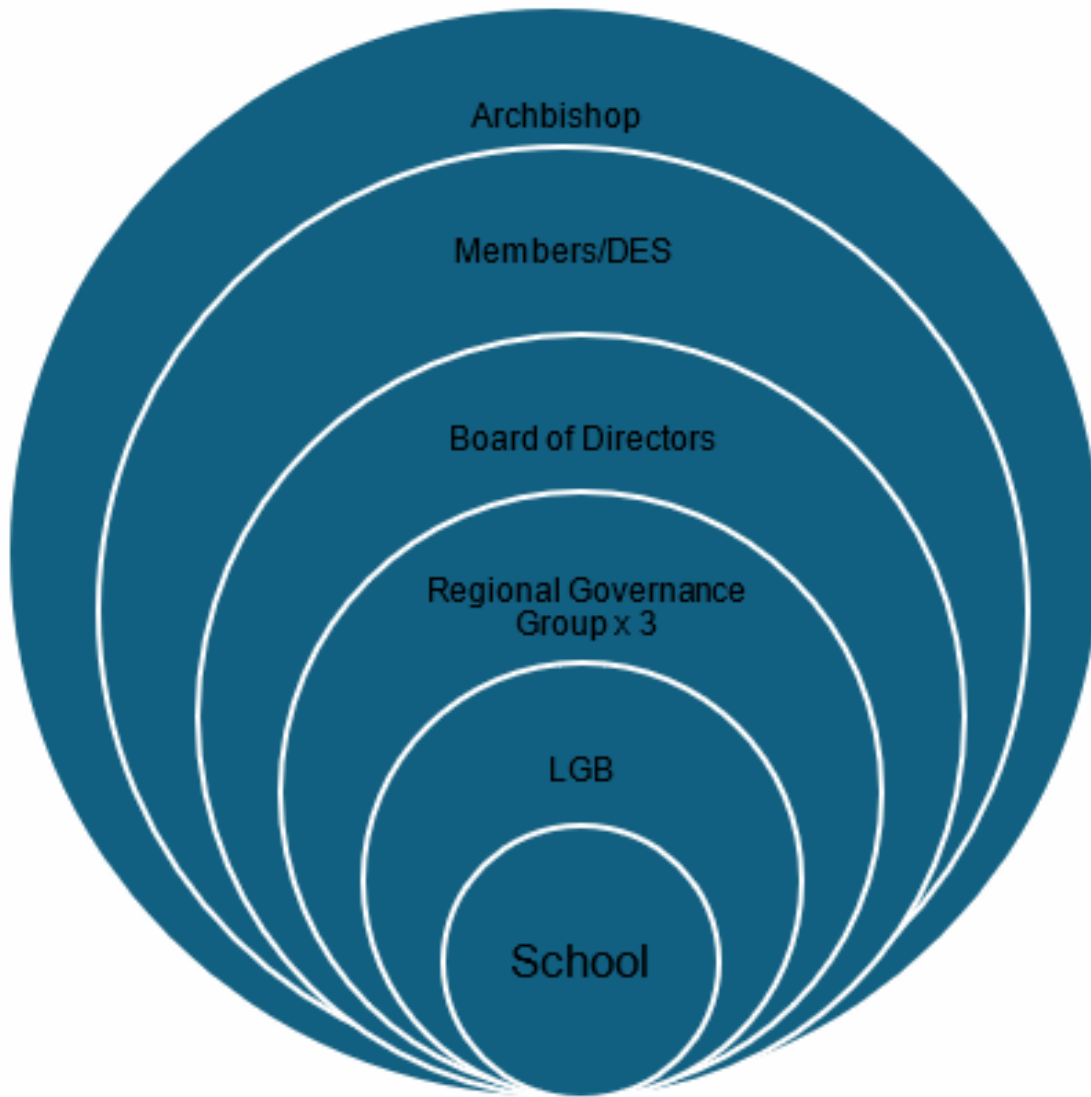
[St Anne's Catholic Primary School, Caversham](#)

[St Martin's Catholic Primary School, Caversham](#)

Total pupil numbers 21,877 (2025 census)



St Raphael the Archangel CMAT Governance Structure:



Note:

There will be two Regional Governance Groups in September 2026 with an additional group added from September 2027.



The Members:

The Members, who are signatories to the Articles of Association, are guardians of the governance of the Catholic Multi-Academy Trust. The Members are:

- Archbishop Bernard Longley
- Bishop Timothy Menezes
- Canon Jonathan Veasey, Vicar General
- Mrs Kari Gordon, Trustee Chair of the Education Sub-Committee
- Mr Eric Kirwan, Chief Operating Officer for the Archdiocese of Birmingham

The Directors:

The CMAT Directors are accountable to the Members for all the schools in the St Raphael the Archangel CMAT. They are responsible to government agencies for the quality of the education provided by every school and have statutory duties under company and insolvency law. They are also responsible to the Archbishop for every school being run as a flourishing, high-performing Catholic school in line with Can. 806 §2 serving as a witness to the Catholic faith in Our Lord Jesus Christ. The Catholic Education Service, Diocesan Education Service and relevant government agencies will provide guidance to the Directors to follow in order for them to undertake their role effectively. Directors typically spend 10 hours per month undertaking their duties.

The Regional Governance Group (RGG):

There will be Regional Governance Groups established within the Trust and these will be appointed in designated regions. The RGGs will provide assurance to the Directors, through effective and proactive monitoring, that the schools within the designated region are delivering the strategy set by the Board to secure Catholic education. The RGG will focus on the needs of its schools and the specific parishes and communities they serve.

Local Governing Bodies:

A Local Governing Body (LGB) will remain in place for each school and will provide assurance to the Directors, through effective and proactive monitoring that the school is delivering the strategy set by the Board to secure Catholic education, establishing and strengthening strong links with the parish and school communities. The LGB operates as the eyes and ears of the local parish and Deanery community so that it is best placed to inform the CMAT Board of the needs of the area that the school serves.

Roles and Responsibilities

The Diocesan Education Service (DES) provides support, training, guidance and challenge for Directors, governors and staff with regard to Catholic ethos, mission and vision of St Raphael the Archangel CMAT and its schools. The DES is the first point of contact for advice, guidance and support in all matters that may impact on the quality and provision of Catholic education. This typically includes, but is not limited to, issues involving: RE, collective worship and Catholic Life, admissions, governance, leadership, standards, staffing, buildings and premises, health and safety and finance.

The Directors must manage and develop Catholic schools within St Raphael the Archangel CMAT in accordance with the principles, teachings and expectations of the Catholic Church. Directors must follow and adhere to any advice, guidance or directives given by the Archbishop or by the DES on behalf of the Archbishop and comply with all relevant legislation.



Through a CMAT Development Plan, and operating in line with the St Raphael the Archangel's Articles of Association and Scheme of Delegation, the Directors ensure strategic oversight and provision of excellent Catholic education within the CMAT, ensuring that no school is unreasonably advantaged or disadvantaged.

The Board of Directors will operate in line with Terms of Reference that will be provided by the Diocesan Education Service. Those serving as Directors are accountable to the Members and will be responsible for:

- Advancing the Catholic religion by such means as the Diocesan Bishop sees fit and proper, and maintaining a flourishing relationship with the Diocesan Education Service, Members and other Diocesan CMATs and Trusts.
- Anchoring St Raphael the Archangel CMAT's vision and strategy in the needs of its schools, parishes, the communities they serve and the wider educational system in line with its religious objects.
- Commitment to advancing the Catholic religion and ensuring that prayer and liturgy are at the heart of its community life.
- Upholding strong and clear values and ethos which are defined and modelled by the Board, are embedded across the organisation and adhered to by all that work in it, or on behalf of it.
- Providing and undertaking board induction, training and review.
- Monitoring and evaluating that the schools within St Raphael the Archangel CMAT meet the requirements of the Strong and Flourishing CMAT framework and cover all pillars of Trust quality. This should include a commitment to the positive promotion of inclusion and wellbeing, and cover all pillars of Trust quality.
- Ensuring compliance with all regulatory, contractual and statutory requirements, including safeguarding.
- The setting and monitoring of all financial and educational performance, including considering associated risks, of the schools in St Raphael the Archangel CMAT and ensuring that money is well spent.
- Setting performance management policies for St Raphael the Archangel CMAT which will ensure that executive and school leaders are held accountable for the educational performance of all schools.
- Ensuring compliance with the Bishop's Directives and Diocesan Protocols.
- Maintaining sufficient independence from the executive leading to effective scrutiny.
- Holding the executive leadership team to account for the effective implementation of St Raphael the Archangel CMAT's strategy and operating plan, including in relation to the use of resources and their impact on Catholic education standards.
- Ensuring financial stability and solvency (including monitoring the ability of St Raphael the Archangel CMAT to operate as a 'going concern').
- Appointing executive leaders.
- Demanding high standards for all pupils - especially the most disadvantaged and marginalised pupils – through the identification and training of local and regional Champions for Flourishing Catholic Standards, Attendance, SEND, Pupil Premium, Safeguarding, Health and Safety, Finance and Operations, HR, and Careers (secondary only).

Membership of the Board of Directors

To ensure that there is sufficient capacity for the Board of Directors to function, there will be a minimum of five Directors in post at all times.

The majority of Directors will be practising Catholics, who are appointed by the Archbishop and are known as Foundation Directors. In addition, we welcome applications from candidates from all faiths and none who will also be appointed as Foundation Directors. No employee of St Raphael the Archangel CMAT is permitted to be appointed as a Director.



The Directors shall elect a chair and a vice-chair from among the Foundation Directors who are practising Catholics on an annual basis.

All Directors must, before they commence any Director duties, sign and return to the DES the Undertaking to the Archbishop which is available on the DES website. Foundation Directors will complete this as part of the application process.

A Director can resign at any time so long as at least three Directors remain after that resignation.

A Director can be removed by the person or persons who appoint him or her or by the Members.

A CMAT Director is disqualified automatically if he or she:

- Is not yet 16.
- Becomes incapable because of illness or injury of managing his or her own affairs.
- Has not given the necessary Undertaking to the Archbishop before they commence any Director duties.
- Cannot provide a Disclosure and Barring Service certificate at an enhanced disclosure level which is clear or, in the opinion of the DES, Chair of the Board or CEO, contains no information which renders that person unsuitable to be a Director.
- Meets any of the circumstances for disqualification outlined in the Articles which should also be checked where one of the following comes to light in relation to a Director who:
 - Has been convicted of any offence involving dishonesty or deception.
 - Has been convicted of another crime which is not a “spent” crime in accordance with the Rehabilitation of Offenders Act 1974 (as amended) or one for which the maximum sentence is a fine or a lesser sentence.
 - Has been made bankrupt.
 - Has made a composition or arrangement with, or granted a trust deed for, creditors and has not been discharged in respect of it.
 - Has been removed from the office of charity trustee or trustee for a charity by an order made on the ground of any misconduct or mismanagement in the administration of the charity.
 - Has been disqualified from acting as a company director or has given an undertaking not to become a Director as a resolution of disqualification proceedings.
 - Is absent without the permission of the Chair of the Board from all of its meetings for six months and the Board passes a resolution that the person should no longer be a Director.

Safeguarding Statement

The Archdiocese of Birmingham is committed to safeguarding and promoting the welfare of children and young people along with staff and volunteers who support the provision of flourishing Catholic education in our schools. All Directors will be subject to a satisfactory Enhanced Disclosure and Barring Service check. This check will also include confirmation that you are not prohibited or restricted from taking part in the management of an education setting including schools, academies, and free schools (known as a Section 128 check).

All relevant vetting checks will be undertaken before an offer of appointment is made. The Archdiocese of Birmingham reserve the right to conduct additional checks as appropriate.



Making an application

We are delighted that you are interested in submitting an application to be considered for appointment onto the Board of Directors for St Raphael the Archangel CMAT.

The following information will help you through the process. Please read this guide carefully and follow all instructions. If you have any questions during your application, feel free to contact Rebecca Tonks, Governance Adviser, at [✉ r.tonks@bdes.org.uk](mailto:r.tonks@bdes.org.uk) or [☎ 01675 464755 ext 0110](tel:01675464755).

- Please [click here](#) which will take you to the page to begin an application and then select “Foundation Director Application Form”.
- Read the first page for information.
 - If you are a practising Catholic, you will need to have to hand the email address of your parish priest (or the priest where you practise your faith) who can support your application. If you are not a practising Catholic, then a priest’s email address is not required.
 - For this application you will not be required to provide the email address of someone who can verify your DBS. This will be addressed at a future date.
- Click on the link at the bottom of the page “Apply to be a Director”.
- Read the next page and complete the section at the bottom to begin your application taking particular care to ensure that the email address you enter is correct.
- Click on “Save”.
- You will now receive an automated email to the address you have provided which contains an application security code. It may take a few minutes to come through but once you have received it, please copy this into your application where indicated and click “Save.”
- On the next page there are a number of questions for you to complete. For the question “I am a practising Catholic in full communion with the See of Rome.....” **please ensure that you choose “yes” to this statement, even if you are not a practising Catholic**, otherwise you will not be able to complete the application form. We will address this further in the application.
- Please continue to work your way through the application providing information as requested. If, at any point in the form, a box appears for you to add further notes, please do so as this is to expand on your responses where we need additional information.
- When you reach the Personal Statement section, if you are not a practising Catholic, please begin this section by typing **I am not a practising Catholic** as your opening sentence. This will make us aware of this fact but will not affect your application being considered. It is essential that Directors are appointed on their strengths and skillset and we welcome applications from all faiths or none.
- Where you are asked to enter the email address for the person who can verify your DBS, please enter **N/A**
- Where you are asked to enter the email address for your parish priest (or the priest who can confirm you practise your faith), please do so if you are a practising Catholic, but if you are not a practising Catholic, please enter **N/A**
- At the end of the form there is a box to tick to electronically “sign” the form. Once you have ticked this box and entered the date below, click “Save” and we will then receive your application electronically and be in touch with you to discuss your interest further.

Thank you for your application and your willingness to assist the Diocese in supporting, improving and protection Catholic Education.

