



People Director

Lead People Shape Culture Transform Futures

City Learning Trust

Location: Stoke-on-Trent (with travel across Trust academies in Staffordshire)

Salary: Competitive depending on experience

Contract: Full-time, Permanent

Closing date: 17th July 2026

Interview: TBC

Start date: TBC



**United by our
values, we place
children and young
people at the heart
of all we do.**



Job Description

People Director

At City Learning Trust, we believe our workforce is the heartbeat of our organisation. Every colleague, whether working directly with children or supporting those who do, plays a vital role in shaping lives and creating opportunities for future generations. Our people matter because our children matter.

- Are you an approachable and values-driven leader who wants to make a meaningful impact on education through outstanding people leadership?
- Can you recognise when challenges stem from capability, confidence or motivation, and provide the support and challenge needed to drive improvement?
- Do you excel at managing complex people matters, recognising achievements, and helping colleagues move from uncertainty to confidence and success?

We are seeking an exceptional People Director to join our Executive Leadership Group and lead a workforce strategy that places wellbeing, belonging, professional growth and high performance at the centre of everything we do. This is not a traditional HR leadership role. We are looking for a visionary leader who understands that culture drives success and that outstanding organisations are built by investing in people.

This is an exciting opportunity for a values led professional to influence the future of education across our established Trust, helping to create an environment where colleagues choose to stay, grow, contribute and lead.

About the role:

As People Director, you will act as the Trust's principal adviser on workforce strategy, organisational development, culture and employee experience. Reporting directly to senior leaders and working alongside fellow Directors, you will ensure that people decisions support educational excellence, organisational sustainability and exceptional outcomes for children and young people



What you'll be doing:

- Lead the Trust's people strategy across the entire employee lifecycle.
- Develop a culture rooted in kindness, belonging, professionalism and ambition.
- Champion wellbeing, engagement, leadership development and talent management.
- Drive workforce planning, succession planning and organisational design.
- Lead employee relations matters and strategic workforce initiatives.
- Provide workforce insight and assurance to Trustees and senior leaders.
- Ensure employment practices are legally compliant, compassionate and aligned to Trust values.
- Position City Learning Trust as an employer of choice within the education sector.

We are looking for someone who:

- We are looking for a strategic, commercially aware and emotionally intelligent leader who can inspire trust, build relationships and create lasting organisational impact.



In return we offer:

At City Learning Trust, leadership is not about hierarchy; it is about humanity. We are a Trust that values courage, kindness, accountability and ambition. We recognise that exceptional education is created by exceptional people and we are committed to creating the conditions where both can flourish.

As People Director, you will have the opportunity to:

- Shape the strategic direction of a forward-thinking Multi-Academy Trust.
- Influence the lives of thousands of children through workforce excellence.
- Work alongside passionate leaders committed to making a difference.
- Build a culture where wellbeing, inclusion, accountability and professional growth work together.
- Leave a lasting legacy across our schools and communities.

Ready to Make a Difference? We would love to hear from you.

Join us and help build a workforce culture where exceptional people create exceptional futures for children.

To know more about us and the work our Trust is doing, keep reading, or visit our website - www.citylearnintrust.org

Safeguarding:

Learning Trust is committed to safeguarding and promoting the welfare of children and young people. All appointments are subject to safer recruitment checks, including an enhanced DBS check. All staff are expected to act in line with statutory safeguarding guidance at all times



Dear Colleague

People Director

Thank you for your interest in City Learning Trust

City Learning has a dedicated and talented team of staff who are committed to ensuring that the young people in its care are supported and nurtured to achieve the very best they can. Staff work closely with all of the Academies in the Trust to improve outcomes and life chances for our young people and enjoy a particularly effective relationship with CLT central staff, who work across all of the Trust's Academies.

If you want to work in a partnership of Academies committed to cooperation and collaboration; unlock talent and fulfil potential, then this post is just right for you. In return, you will be supported and encouraged to develop further and enjoy a long and rewarding career working across the City Learning Trust.

The successful candidate will demonstrate excellent practice to ensure that all of our young people have the richest quality of education we can provide. We would like a candidate who has a passion to develop standards, pedagogy and practice, will be child-centred and able to inspire young people to be the best that they can be.

You will join the Trust at an exciting time. we have a unique bespoke Professional Growth programme and remain committed to bespoke CPD for all staff who work with children. We also have an extensive professional support package available to all CLT employees to ensure you can be the best you can be for the young people every day.

As Chief Executive Officer, I am proud to provide strategic leadership in line with the culture, ethos and values of the Trust and its member Academies. The Trust Board has unwavering expectations to deliver the highest quality educational experiences and outcomes for the children and young people in its care.

Please contact Wendy Dean, Chair of Trustees at wdean@citylearningtrust.org with your CV and covering letter stating why you would be a perfect fit for City Learning Trust. The letter in support of your application should be no more than 2 sides of A4. You may, if you wish, submit a CV with your application but not instead of it.

Dr Carl Ward

Chief Executive Officer



United by our values, we place children and young people at the heart of all we do.



City Learning Trust

City Learning Trust is a family of academies sharing resources and expertise: united by our values, we place children first in everything we do.

We believe in the power of collaboration and cooperation to unlock talent and fulfil potential. We want all children and young people within our Trust to be the best that they can be and are firmly committed to achieving our mission to create a world class education system for the communities we serve.

Children in the City Learning Trust have the best opportunities to develop their education and skills. Our mission is to provide the strongest start in life to enable our community to contribute in their own futures. We don't just want them to be employed, we want them to believe that they can change the world with their choices. There are no limits for any of our children as we inspire them to be lifelong learners and fully rounded citizens so they can adapt in an ever- changing world.

In our Trust, education is linked up from 3 to 19. Skills and qualifications are allied to an increasing understanding of the value of continuous learning and social responsibility as well as tolerance, understanding and compassion.

In recognition of our Professional Growth Package opportunities for children through the Character and Arts Foundation and our leadership programme we were awarded Multi Academy Trust of the year in December 2023.

Our values are important to us and guide the work we do:

Ambition: Our academies aim to unlock the potential for all learners to achieve their dreams, hopes and aspirations.

Cooperation: We value working together in teams, supporting each other, and sharing expertise and accountability to improve standards.

Commitment: Our academies are a family of Academies with a common bond, dedicated to the communities that they serve.

Creativity: We encourage innovation and the use of imagination and original ideas in all our Academies.

Leadership: We believe in listening to, inspiring and empowering our learning communities so that they can achieve their true potential.

Respect: We value all people and organisations abilities, qualities and achievements, and operate using the principles of equality, equity and solidarity.

The Trust is on a journey from Good to Great. Through cooperation and collaboration, we develop sustainable partnerships that will provide a legacy for tomorrow's generation. This enables our member academies to become greater than the sum total of their parts.

The City Learning Trust is a registered charity and a DfE sponsor. We have a range of strategic partners and work closely with a number of multi-academy trusts to raise standards.

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Professional Growth with the City Learning Trust

Our Professional Growth model offers a unique and comprehensive package of support for our teachers, education support staff and leaders. It is the first of its type across the country and puts professional learning at the heart of your professional development.

The City Learning Trust offers a comprehensive CPD package for you to advance your own professional skills for the good of our children. We have two priorities:

- **Developing and recruiting great staff to unlock and deliver for young people - without fail**
- **World class experiences and outcomes for our young people - always**

The City Learning Trust understands that you cannot have one without the other. To be able to give our children what they need, we must give you everything that you need to be the best that you can be in this demanding profession.

The programme is bespoke to your individual needs and is built around you. The work you undertake will be connected to your performance management cycle to ensure that you can truly focus on mastering improvements.

All City Learning Trust employees also have access to a range of benefits, discounts, salary sacrifice schemes and well-being support packages to allow them to be the best they can be for our young people - always.

During the CPD programme you will have the opportunity to:

- Network with colleagues across the Trust;
- Undertake professional research into your area of development;
- Arrange professional discussions for coaching and mentoring;
- Participate in #CLTTogether events;
- Use the time to progress your own national professional qualifications;
- Arrange visits to our partner academies;
- Participate in holistic well-being opportunities.



Building Talent programme

The City Learning Trust has developed its own talent management strategy as part of its Professional Growth commitment.

We are entirely committed to nurturing the talents of our workforce's aspirations to have as broad an impact as possible for the benefit of our young people.

If you have a particular goal in mind for your career, we are committed to supporting you in your Professional Growth journey.

Rewards and Recognition

This is key to the development of our City Learning Trust culture.

As an employee of ours, you will be recognised for your efforts through:

- Access to a range of salary sacrifice schemes, extending from healthcare benefits to discounts on personal electronic devices;
- Regular engagement to consult with you about your experience as a colleague in the City Learning Trust and your opinions on how we could do things differently;
- Recognition from a whole Trust awards event that celebrates your success and commitment across the year.



Person Specification

Qualifications and Experience

Senior leadership experience in HR, People, Organisational Development or Workforce Strategy - **essential**

A proven record of creating positive organisational cultures and leading transformational change - **essential**

Significant experience of workforce planning, talent management and leadership development - **essential**

Expertise in employee relations, employment law and organisational risk management - **essential**

Experience of influencing senior stakeholders, Boards or governing bodies - **essential**

Strong analytical skills with the ability to translate workforce data into strategic decisions - **essential**

Level 7 Chartered Institute of Personnel and Development (CIPD) - **desirable**

Skills and Abilities

High level negotiation, influencing and relationship building skills -

Excellent written communication, including report writing and Board level papers -

Ability to handle sensitive and confidential information with discretion and professionalism - **essential**

Experience

Experience of implementing or improving HR systems and workforce data reporting -

Experience of working with Trade Unions and employee representatives -

Experience of policy development and ensuring compliance with employment legislation -

Personal Qualities

Leads with authenticity, integrity and compassion - **essential**

Combines strategic thinking with practical delivery - **essential**

Builds high-performing teams through coaching and empowerment - **essential**

Understands that great cultures are created through relationships, not processes - **essential**

Can challenge constructively whilst maintaining trust and credibility - **essential**

Believes that every employee should have the opportunity to thrive, grow and reach their potential - **essential**

Is driven by purpose and motivated by improving outcomes for children through exceptional people leadership - **essential**

NOTE: This job description may be amended at any time in consultation with the post holder.



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