Position:	School Resource Manager
Hours:	Full time
Salary:	NJC 24-27 FTE £36,582 – £39,483 (Actual Salary £33,627 - £36,384)
School and Location:	Crags Community School, Rotherham
Contract type:	37 hours per week
Closing date:	29th Novermber 2026
Interview date:	To be confirmed - The organisation reserves the right to conduct interviews on a rolling basis as applications are received. Shortlisted candidates may therefore be invited to interview prior to the advertised closing date. The vacancy may also be closed early should a suitable candidate be identified.

About our School

Crags Community School is a large primary school in Maltby, a town on the outskirts of Rotherham, and is part of Nexus Multi Academy Trust which was founded in 2016. The vision for Nexus is that we are constantly 'Learning together, to be the best we can be.'

Crags Community School benefits from modern, well-maintained facilities through a Private Finance Initiative (PFI) arrangement, providing a high-quality learning environment for pupils and staff alike. We are a very happy, safe and friendly school with a real 'family' feel. We are also extremely proud of our children and their success. We have a highly inclusive ethos and believe that, by always doing our best, every child can achieve to be the best that they can be.

We are excited to be seeking a School Resource Manager to join our friendly and supportive school community. Following the retirement of our current School Resource Manager, we are looking for someone who shares our commitment to excellence and can build upon the strong foundations already in place. This is a rewarding opportunity to make a significant contribution to the continued success of Crags Community School, working closely with the Headteacher, staff, governors and Trust colleagues to ensure the effective management of the school's resources and operations.

About the Trust

This is an exciting opportunity to join an award winning Multi Academy Trust and be part of a welcoming and supportive team that serves amazing children and young people. Nexus Multi Academy Trust was founded in 2016, with 19 unique SEND and mainstream academies.

We are a growing, forward thinking and innovative Trust with a shared ethos, vision and values for a personalised child centred approach. We are committed and invested in "Learning together, to be the best we can be" and it is as relatable to every employee and partner of our Trust as it is to our children, young adults and their families.

Please see a copy of our most recent prospectus and workforce engagement statement for further information.

Our Opportunity

We are delighted to offer an exceptional opportunity for a dynamic, solutions-focused professional to join us as our School Resource Manager (SRM). This is a role with real influence: you will be at the heart of driving high-quality operational and business services across a busy, ambitious school.

As SRM, you will take strategic and operational ownership of key functions, including:

- Finance
- Procurement
- HR processes
- Estates compliance
- Administration
- Marketing
- Information governance

You will lead and develop operational teams, strengthen systems and ensure that our services run smoothly, efficiently and in line with Trust standards. This is a role for someone who enjoys taking the initiative, thrives in a fast-paced environment and isn't afraid to roll up their sleeves to make things better.

Our school is on an exciting improvement journey. It's a complex environment with plenty to do and a team that needs strong, steady and inspiring leadership. If you're someone who sees challenge as opportunity, who can bring clarity where there is noise, and who takes pride in building high-performing teams, you will find this role hugely rewarding.

You will join a committed, passionate staff community who work every day to improve the life chances of our children and young people. Your leadership will directly support our mission to ensure every pupil can thrive and achieve their very best.

This is your chance to make a tangible difference, shape the future of our operational services, and be part of something genuinely meaningful.

What you can expect from us

Wellbeing – Pay – Careers and Training – Annual Leave and Flexibility

- ✓ Access to free wellbeing support resources including counselling, medical and legal advice and an option to top up to private healthcare via corporate membership of a healthcare plan.
- ✓ Access to discount schemes for savings with high street retailers, restaurants, activities and lifestyle services
- ✓ Auto enrolment into a leading pension scheme with Teachers Pension Scheme or Local Government Pension Scheme
- ✓ Access to extensive and tailored career pathways, CPD programmes, training and coaching giving you the opportunity to grow and develop your career
- ✓ An Induction package to help you settle in and approach your role with confidence and enthusiasm
- ✓ The ability to contribute to and share quality practice with other professional TAs, Teachers and the wider team

- ✓ Internal opportunities across the Trust academies and to work with specialised leaders in education on nationally recognised projects
- ✓ Flexible working policies
- ✓ Cycle to Work Scheme
- ✓ Annual leave increases based on length of service plus bank holidays for support staff

To apply

If you're interested in this role and wish to apply, please visit the Nexus MAT website to download an application form. Once on the Nexus MAT website, select the *Joining Us – Careers* section, click on the position you wish to apply for, and the application can be found at the bottom of the page.

All candidates are advised to refer to the job profile before making an application.

Completed applications to be sent to: LNormington@nexusmat.org

In line with safer recruitment practices and Keeping Children Safe in Education (KCSIE), curriculum vitae (CV's) will only be accepted alongside a full application form

We reserve the right to close this advertisement early should we receive a high volume of suitable applications.

Further information

For an informal and confidential conversation about the role, please contact Headteacher Liz Normington LNormington@nexusmat.org or Louise Shaw, Assistant School Resource Business Partner LShaw1@nexusmat.org

Further information can be found on our school website - Crags Community School - Home

Nexus Multi Academy Trust is committed to safeguarding and protecting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Safer recruitment practice and pre-employment checks will be undertaken before any appointment is confirmed.

This post involves working with children and young people. If successful you will be required to apply for a disclosure of criminal records check at an enhanced level and a barred list check. Further information about the Disclosure and Barring Service and can be found at www.gov.uk/disclosure-barring-service-check.

We are an equal opportunities employer committed to recruiting and retaining a diverse workforce.

Privacy Notice (Job Applicants)

We are committed to protecting your personal data and handling it responsibly. The information you provide on this application form will be used solely for recruitment and selection purposes, to assess your suitability for the role, and to communicate with you about your application.

Your data will be processed in accordance with applicable data protection laws, including the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018. We will only share your information where necessary and will retain it only for as long as required for recruitment purposes.

For full details on how we collect, use, store, and protect your personal data, including your rights as a data subject, please refer to our full Privacy Notice available on our website