



Finance Officer

Grade: 7 point 21, £33,143 FTE

Hours: 30 hours per week, term-time only plus 4 weeks

We wish to appoint a proactive and highly capable Finance Officer to provide efficient and accurate financial administration across the Balcarras Trust, with particular responsibility for purchase and sales ledgers, financial support to schools within the Trust hub structure, and timely bank and credit card reconciliations. The role supports strong financial control, compliance, and value for money across the Trust.

The Balcarras Trust currently comprises three schools: Balcarras, The High School Leckhampton and Winchcombe School.

The Trust has over 2700 pupils and over 500 members of staff.

Application

Further information including a job description can be found in the Applicant Pack on our website: www.thebalcarrastrust.co.uk. To apply, please complete an application form and send completed application forms to trust@balcarras.gloucs.sch.uk

Closing Date for applications: Friday 6th February 2026 at 12.00pm. We reserve the right to close this advertisement early should we identify a suitable candidate.

Interview date: As soon as possible.

The Balcarras Trust is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment. This role will involve regulated activity with children. We particularly welcome applications from underrepresented groups including ethnicity, gender, transgender, age, disability, sexual orientation or religion. Please also read the Recruitment Selection and Disclosure Policy within "How to apply" which includes our policy on recruiting ex-offenders. All posts are subject to an enhanced DBS check and receipt of two satisfactory references.