



Head of ICT

Salary/Hours:

Scale PO7-PO8 (£60,633 - £64,938) FTE

Starting salary dependent on experience

35 hours a week, 5 days per week

52 weeks per year

- A term-time appointment would also be considered.
- Hybrid working at two of the Trust's schools and at the central office

Required for:

As soon as possible

Application Closing Date:

Friday 31st July 2026 at 12noon

Interview Date:

TBC

Please note that Lux Mundi Catholic Academy Trust reserves the right to interview and appoint prior to the closing date

You do not need to be a practising Catholic to apply.



LUX MUNDI

LIGHT OF THE WORLD - CATHOLIC ACADEMY TRUST

Head of ICT

Lux Mundi Catholic Academy Trust is a successful and forward-looking trust in Inner London. We are growing rapidly, welcoming new academies into our family and strengthening our community.

Are you an ICT leader ready for an exciting new challenge in a dynamic, values-driven organisation?

Do you enjoy shaping digital strategy and leading high-performing ICT teams?

Are you motivated by delivering secure, reliable, and future-focused technology?

We would love to hear from you!

We are delighted to offer an opportunity for a Head of ICT to join our expanding trust. We are seeking a proactive, organised, and forward-thinking professional to lead our ICT function and support all academies in delivering high-quality digital services. This is a varied and influential role, offering the chance to shape trust-wide digital strategy, strengthen infrastructure, and drive innovation across multiple sites. You will work within a highly successful, trusted, and dedicated central team, with the scope to make a significant impact. We offer a competitive market salary and the opportunity to develop your career in a thriving trust where your ambition is the only limit to your success. For the right person, this is an exceptional role.

Experience, knowledge and understanding

- Provide strategic leadership for ICT across the trust, ensuring systems are secure, resilient, and aligned with organisational priorities.
- Lead and develop the ICT support team, ensuring their skills, capacity, and performance meet trust needs.
- Oversee the planning, maintenance, and enhancement of digital infrastructure across all academies.
- Manage cybersecurity, data protection, and statutory compliance, ensuring robust safeguarding of systems and information.
- Collaborate with senior leaders and academy heads to deliver trust-wide ICT projects, ensuring effective reporting and governance.
- Monitor and report on ICT performance, identifying risks, opportunities, and areas for improvement.

The successful candidate will

- Have a genuine passion for digital innovation and ICT leadership.
- Be highly organised, with excellent project management skills and the ability to prioritise in a fast-paced environment.
- Bring experience of managing ICT services across multiple sites, ideally within education or a similar sector.
- Demonstrate strong knowledge of cybersecurity, data protection, and ICT compliance requirements.
- Use a practical, solutions-focused approach to problem-solving.
- Be keen to join a fast-growing trust with a collaborative, family-friendly ethos.
- Have a positive outlook, strong leadership skills, and the ability to inspire confidence at all levels.
- Hold a good general standard of education, with relevant professional qualifications desirable.
- Communicate effectively with colleagues, contractors, and stakeholders, building strong relationships across the trust.

How to apply

We recruit for mindset and cultivate skills.

We seek exceptional individuals who possess the right attitude. If you are passionate about education and dedicated to helping children succeed, **we want to hear from you!** Finding the right person is crucial to achieving our goals. We are eager to connect with candidates who are enthusiastic about serving our schools and communities.

When working for Lux Mundi, you can expect:

- A culture that encourages and supports staff to be creative and innovative, making a difference in the lives of our communities.
- A team excited by their role and the prospect of working with young people.
- To be part of a supportive professional community with opportunities for career development.
- Access to an incredible package of employee benefits, including a Local Authority pension and an Employee Benefits programme.
- Subscribe to the ethos of the Trust and 'go the extra mile' in terms of time and commitment.

CVs will not be considered and applications forms must be completed in full. When writing your supporting statement, please make sure you address the criteria outlined in the Job Description and Person Specification.

If you have any questions about the role or would like to visit us, please get in touch with us on 020 8985 5150 or staceywright@cardinalpole.co.uk.

Welcome to Lux Mundi Catholic Academy Trust

Thank you for reading our information pack and for allowing us to share more about Lux Mundi with you.

I began working for Lux Mundi before its official establishment. Since then, the Trust has grown from strength to strength, employing 500 fantastic staff members who serve over 3,000 children within our communities. It is my privilege to serve as the CEO of our school's family and work closely with each Headteacher to ensure the best possible education in their academy.

Lux Mundi Catholic Academy Trust is a guiding light dedicated to providing Catholic education for all in our diverse faith community. We forge a dynamic alliance of academies and schools dedicated to delivering outstanding education for every child inside and outside the classroom. Our academies provide unwavering support, vigilant monitoring, and encouragement, ensuring students face challenges, reap rewards, and create lasting memories. Students thrive in our academies, actively contributing to the local community. They emerge as role models and young leaders, embodying our collective ethos with maturity and distinction.

With kind regards,

Jane Heffernan, CEO

About Lux Mundi CAT

Our Trust is vibrant and friendly. It is a learning environment where all students can be high achievers, make good friends, contribute to their community and participate in various extra-curricular activities.

Our Academies:

- Cardinal Pole Catholic School. Secondary School and Sixth Form (Hackney).
- St Monica's Roman Catholic Primary School. Primary (Hackney)
- St Elizabeth Catholic Primary School. Primary (Tower Hamlets).
- St Anne's and Guardian Angels Catholic School. Primary (Tower Hamlets).
- Bishop Challoner Catholic School. Secondary School and Sixth Form (Tower Hamlets).
- St Mary's Priory. Infant and Junior Schools. Primary. (Haringey).

CPD and Training – We invest in you!

At Lux Mundi Trust, we believe in nurturing and developing our staff to their fullest potential. We invest in our candidates through comprehensive professional development programs, continuous training opportunities, and personalised mentorship. Our commitment to your growth ensures you have the skills and support to excel in your role and advance your career. By fostering a culture of continuous learning and collaboration, we empower our staff to achieve excellence and make a meaningful impact within our schools and communities.



Job Description

Post	Head of ICT
Responsible to	Chief Financial Officer
Direct supervisory responsibility for	ICT Team
Scale	PO7 – PO8
Salary (FTE)	£60,633 - £64,938
Hours	Full-time, part-time or term-time only can be considered.

Job Purpose

The Head of ICT is a pivotal leader within Lux Mundi Catholic Academy Trust, responsible for ensuring that all academies benefit from secure, reliable, and future-focused digital infrastructure that supports excellent teaching, learning, and operational delivery. Working closely with the Chief Financial Officer and senior leaders, the postholder provides strategic direction for the trust's digital systems, ensuring they are resilient, compliant, and aligned with Lux Mundi's long-term educational and organisational priorities.

They will demonstrate proactive, strategic leadership across the ICT function, modelling professional integrity and fostering a culture of service excellence, innovation, and continuous improvement. As the lead for the ICT Support team, they will provide clear direction, effective line management, and strong accountability, ensuring that digital solutions remain responsive to the evolving needs of staff and pupils. Their leadership will be instrumental in shaping the trust's digital transformation and ensuring that technology is used effectively to advance Lux Mundi's mission.

The key aspects of the role are:

Strategic planning: Develop and deliver a trust-wide ICT strategy that aligns with Lux Mundi's goals, identifying priority areas for improvement and driving projects that enhance security, connectivity, user experience, and long-term value.

Systems and infrastructure management: Maintain accurate records of ICT assets and implement effective processes to manage, secure, and optimise the trust's digital infrastructure, including networks, servers, cloud services, and end-user devices.

Cybersecurity and risk control: Identify and manage ICT-related risks, including data protection, cyber threats, system vulnerabilities, and business continuity, ensuring robust controls are in place to protect the trust from operational and reputational risks.

Operational efficiency: Lead the ICT team and implement strong systems, processes, and service-management practices to ensure ICT operations run smoothly, efficiently, and deliver value for money across all academies.

Compliance and reporting: Ensure compliance with statutory and regulatory requirements relating to ICT, data protection, and cybersecurity. Provide regular reports to the Chief Financial Officer, Trust Board, and Directors on system performance, risks, incidents, and progress against strategic objectives.

Main duties and responsibilities

Leadership and management

- Provide strategic leadership for ICT across the trust, ensuring digital systems support educational and organisational priorities.
- Lead ICT projects from planning through to evaluation, ensuring effective delivery and measurable impact.
- Provide strong line management for ICT support staff, including induction, coaching, professional development, and performance management.
- Build positive, collaborative relationships with senior leaders, academy staff, and external providers.
- Report regularly to the CFO and trust leadership on digital performance, risks, and opportunities.
- Promote a culture of service excellence, innovation, and continuous improvement across the ICT function opportunities

Systems, infrastructure and security

- Oversee the trust's ICT infrastructure, ensuring systems are secure, resilient, and fit for purpose.
- Ensure robust disaster recovery and business continuity arrangements are in place and regularly tested.
- Maintain oversight of network security, safeguarding protocols, and GDPR compliance.
- Ensure clear documentation of systems architecture, protocols, and support processes.
- Monitor emerging technologies and advise on opportunities to enhance digital capability.

ICT procedures, procurement, and compliance

- Manage ICT resources and budgets in collaboration with the CFO and senior leaders, ensuring value for money.
- Plan future ICT needs to inform trust-wide budget-setting and long-term investment decisions.
- Lead ICT financial planning and procurement, ensuring all ICT solutions, audits, and delivery checks comply with trust financial procedures and regulatory requirements.
- Ensure equipment meets safety standards, is well-documented, and delivers value throughout its lifecycle.
- Maintain accurate licensing, contracts, and supplier relationships.
- Oversee infrastructure deployment and maintenance across all trust sites.

Service delivery and support

- Ensure ICT support services are responsive, efficient, and aligned with user needs.
- Oversee the planning and implementation of hardware, software, and specialist ICT equipment.
- Ensure web filtering, safeguarding systems, and monitoring tools meet statutory requirements.
- Lead coordinated rollouts of new technologies, ensuring staff receive appropriate training.
- Ensure ICT environments support high-quality teaching, learning, and operational delivery.
- Oversee proactive maintenance cycles and system health monitoring to minimise downtime.
- Govern security updates, software licensing, and communication of critical changes.

Asset management and maintenance

- Ensure effective processes are in place for backups, broadband resilience, and security updates.
- Oversee Group Policy management, asset tracking, and lifecycle planning.
- Ensure efficient processes for diagnosing and resolving technical issues through the ICT support team.
- Oversee the ICT ticketing system, ensuring timely resolution and high-quality service.
- Lead the evaluation and implementation of modern technologies, ensuring staff readiness.
- Promote compliance with ICT policies, data access protocols, and acceptable use standards.
- Support the rollout and development of MIS solutions and infrastructure improvements.
- Maintain clear communication with trust leadership to align technical decisions with organisational priorities.
- Support internal audits, risk assessments, and compliance reporting related to ICT systems.

Other duties and responsibilities

- Comply with policies relating to child protection, health and safety, security, confidentiality, and data protection.
- Contribute to the trust's culture and establish constructive relationships with external agencies and professionals.
- Participate in training, professional development, and performance review.
- Use expertise to advise and support colleagues across the trust.

The duties outlined above are not exhaustive and serve only as a guide to the role's responsibilities. The Chief Financial Officer may assign additional tasks that are commensurate with the post-holder's position and aligned with the needs of the trust.

Equal Opportunities

The post holder will be expected to carry out all duties in the context of and in compliance with Lux Mundi's Equal Opportunities Policies.

Special Conditions of Service

Because of the nature of the post, candidates are not entitled to withhold information regarding convictions by virtue of the Rehabilitation of Offenders Act 1974 (Exemptions) Order 1975 as amended. Candidates are required to give details of any convictions on their application form and are expected to disclose such information at the appointment interview. Additionally, as this post provides substantial access to children, candidates are required to comply with departmental procedures regarding police checks. If candidates are successful in their application before taking up the post, they will be required to give the Department written permission to obtain from the Metropolitan Police details of any convictions against them and, as appropriate, the nature of such convictions.

Person specification

Attributes	Essential	Desirable	Evidence
Experience	- At least five years' experience in ICT leadership, network management, or digital systems administration. - Proven experience leading and line managing ICT teams across multiple sites or complex environments. - Demonstrable experience in developing and delivering ICT strategies, infrastructure upgrades, and digital transformation projects. - Experience managing cybersecurity, data protection, and compliance requirements. - Experience overseeing ICT procurement, supplier relationships, and contract management.	Experience within a multi-academy trust or multi-site educational environment. Experience managing cloud-based systems (e.g., Microsoft 365, Azure, Google Workspace). Experience leading ICT migrations or trust-wide standardisation projects.	Application Interview References
Education and training	- Degree in ICT, Computer Science, Information Systems, or a related discipline or extensive relevant professional experience. - Evidence of ongoing professional development in ICT leadership, systems management, or cybersecurity.	Professional certifications (e.g., Microsoft, Cisco, CompTIA, ITIL). Cybersecurity qualifications (e.g., CISSP, CEH, Cyber Essentials Plus). Project management qualifications (e.g., PRINCE2, Agile).	Certificates Application Interview
Knowledge and skills	- Strong understanding of ICT infrastructure, networking, cloud services, and digital safeguarding requirements. - Excellent knowledge of cybersecurity principles, risk management, and data protection legislation (including GDPR). - Ability to develop and implement trust-wide ICT strategies and policies. - Skilled in managing budgets, procurement, and value-for-money assessments. - Strong analytical, organisational, and problem-solving skills. - Excellent communication skills, with the ability to explain technical concepts to non-technical audiences. - Ability to lead, motivate, and develop ICT support teams. - High level of digital literacy and confidence with management information systems.	Knowledge of multi-academy trust ICT systems, MIS platforms, and education-specific safeguarding technologies. Understanding of trust-wide administrative, financial, and compliance systems.	Certificates Application Interview References
Additional	- Self-motivated and enthusiastic. - Able to work under pressure. - Use your initiative. - Professional and friendly approach. - Comfortable with children and young people. - Demonstrate a commitment to: - Trust Values. - Promoting Trust's vision and ethos. - Ongoing professional self-development - Safeguarding and child protection.		Application Interview References

We will consider any reasonable adjustments under the Disability Discrimination Act (1995) to enable an applicant with a disability (as defined in the Act) to meet the requirements of the post.