St Joseph's Specialist Trust, Cranleigh, Surrey

(midway between Guildford & Horsham)

DEPUTY HEAD OF ICT

£41,018 - £44,625

Plus Network Maintenance Allowance (On-Call): £9,252 per year

*With an additional £1,000 Retention Bonus***



About the role

Are you an experienced ICT professional ready to take the next step in your career? Do you have the technical expertise, leadership skills and forward-thinking approach to help manage and develop a complex ICT infrastructure?

We are looking for a motivated and knowledgeable Deputy Head of ICT to support the Head of ICT in leading and maintaining the Trust's ICT systems, networks and infrastructure.

This is a varied and hands-on leadership role, combining technical oversight with team management, project delivery and strategic development. You will help ensure our systems are secure, reliable and fit for purpose, supporting the day-to-day operation of the Trust and the delivery of high quality education, therapy and care.

Working across the Trust, you will play a key role in maintaining business continuity, protecting sensitive information and identifying opportunities to improve the way technology supports our staff, students and tenants.

What will you be doing?

Working closely with the Head of ICT, your responsibilities will include:

- Supporting the management and development of the ICT team, providing guidance, mentoring and line management to technicians.
- Manging and maintaining the Trust's curriculum and administrative networks, servers and wider ICT infrastructures.
- Ensuring regular system backups are completed securely and that data can be restored effectively when required, supporting the Trust's business continuity arrangements.
- Maintaining robust network security, including antivirus, malware protection, access controls and internet filtering, to protect confidential information and prevent unauthorised access.
- Overseeing the installation, configuration, maintenance and repair of hardware, software and network equipment, liaising with external providers where necessary.
- Managing the Trust's ICT helpdesk, ensuring staff and students receive timely, effective technical support.
- Overseeing the Trust's telephone, CCTV and physical site access systems, including door entry fobs and automatic gates.
- Planning and delivering ICT improvement projects, network upgrades and infrastructure developments, working with internal teams and external contractors.
- Managing ICT procurement, supplier relationships, maintenance contracts and consumables, ensuring value for money and effective budget management.

- Maintaining accurate inventories of hardware, software licences and equipment, including replacement and disposal schedules.
- Ensuring compliance with relevant health and safety, data protection and information security requirements.
- Responsible to cover out of hours continuity of ICT services (cover shared with Head of ICT) and occasionally may necessitate attending on site – this is reflected in the Network Maintenance Allowance attached to the role.

About you

We are looking for someone with a strong technical background in ICT infrastructure and network management, who can combine practical problem solving with effective leadership.

You will ideally have:

- Significant experience in an ICT support or infrastructure role, with a strong understanding of network and server management.
- Good knowledge of cyber security, data protection, system backups and disaster recovery.
- Experience installing, maintaining and troubleshooting hardware, software and network infrastructure.
- The ability to identify technical issues, assess risks and implement effective solutions.
- Experience managing suppliers, contractors, procurement and ICT projects.
- Strong organisational and communication skills, with the ability to prioritise workloads and manage competing demands.
- The confidence to lead, support and develop other members of an ICT team.
- A proactive approach to identifying opportunities to improve systems, processes and service delivery.
- All employees must have strong mental, physical and emotional resilience due to the nature of our site.

Experience in a senior ICT or supervisory role would be advantageous, as would experience working within an education, care or similarly complex organisation.

Just as importantly, you will be approachable, adaptable and committed to providing a reliable, responsive service to colleagues across the Trust.

Why join St Joseph's?

This is an opportunity to take on a key role within a unique organisation, where effective technology makes a genuine difference to the lives of the people we support.

You will work alongside a dedicated team, with the opportunity to influence the development of our ICT infrastructure, introduce improvements and help shape the future of technology across the Trust.

If you are an experienced ICT professional looking for a rewarding next step, where you can combine technical expertise with leadership and make a meaningful contribution, we would love to hear from you!

Other benefits include:

- Beautiful surroundings – work on our 23-acre site in Cranleigh, on the edge of the Surrey Hills and just one mile from the town centre.

- Free hot lunches – enjoy healthy, freshly prepared hot lunches during term time, cooked on site by our catering team.
- Café treats – receive a bi-weekly invitation to dine at our new Enterprise Centre café.
- £1,000 retention bonus - £250 after 1 month, £250 after 1 year and £500 after 18 months of service.
- Health and wellbeing – benefit from Life Assurance, a Medicash Cash Plan and access to our Employee Assistance Programme, offering confidential 24/7 wellbeing and counselling support for you and your family.
- On-site wellbeing support – access guidance from our team of qualified Adult Mental Health First Aiders.
- Free parking – ample free on-site parking.
- Support and development – enjoy regular 1:1 support from your line manager, annual performance-related pay progression and a comprehensive induction programme.
- Specialist Training – complete on-site Team Teach training with our specialist Inclusion Team, refreshed annually.
- Fitness Discounts – enjoy discounted exercise classes with Surrey Fitness Camps across Surrey and GoFest Active Studio in Cranleigh.

How to apply

We can consider a CV initially, however, shortlisting for interview is based only on a fully completed application form. For an application pack (including form, job profile and person specification) or further information please email the Recruitment Team at recruitment@st-josephscranleigh.surrey.sch.uk or call on 01483 272449 and ask for recruitment, who will be able to assist.

We reserve the right to interview suitable candidates as received. Deadline for applications is Friday 18th December 2026.

Please note that we do not sponsor overseas applicants to relocate from abroad for this role.

St Joseph's Specialist Trust is committed to safeguarding and promoting the welfare of children and young people. This position requires an enhanced DBS and reference checks.

The Trust is committed to Equal Opportunities.