

CASE STUDY



Nova Education Trust

Background

Nova Education Trust is a primary and secondary Academy Trust located in Bingham, Nottinghamshire. The Trust currently consists of 16 schools.

Challenge

Nova Education Trust's previous system was ideally suited to individual schools; however the creation of the Multi Academy Trust highlighted the requirement to be able to manage individual school recruitment centrally. Communication between the schools regarding recruitment was inefficient and caused delays in the recruitment process.

Steve Scott, Data and Human Resources Manager explained: "Trying to recruit for schools where I wasn't based was becoming challenging with our old system; emailing applications back and forwards, making sure the correct people could see the applications, and contacting applicants wasn't at all practical or manageable."

Solution

Nova embarked on a project to centralise their recruitment so that hiring managers are able to remotely access the software and see the same information that those in another school can see. This means that no matter who or how many are involved in the shortlisting process, the information is readily available, whether during school hours or not.

Vacancy Filler was chosen as the platform that delivered a digital recruitment process. Scott said: "In the past we used notes on paper; now the hiring managers are able to create their shortlists and share them over the Vacancy Filler system' regardless of location. Also, it's great not having to waste heaps of paper from printing off Word documents."



"Emailing referees doesn't seem like that much of a task but it takes about 10 minutes per candidate and we recruit over 100 times a year - that's easily over 2 working days a year wasted on chasing references. I think this is where we've saved most time with Vacancy Filler."

STEVE SCOTT | DATA & HUMAN RESOURCES
MANAGER | NOVA EDUCATION TRUST





As the Academy Trust's recruitment is cyclical like many educational organisations, there is opportunity to look back and assess efficiencies through reporting. Nova Education Trust primarily uses this time to evaluate the source of their candidates and to review equality and diversity. "Although most of our candidates come through from one main avenue, if that trend changes, we are able to adapt and change our recruitment process accordingly."

For the schools under the Nova Education Trust umbrella, it was important to retain a personal identity and not to lose this through the Trust. Furthermore, it was necessary that candidates could clearly see which schools they were applying to through the Trust's careers page but also that they were still presented in the same, central location.

"Although our schools are part of the same group, there is still a teacher shortage in some subject areas like Maths and English and the schools still have to compete for these teachers. Yes the vacancies are in the same place, but it's clear to candidates which school they are applying for."

Prior to using Vacancy Filler's Applicant Tracking System, Nova Education Trust had processes in place that were manual for both the candidate and the HR team. Candidates were forced to fill out Word documents to apply for roles and the HR team were required to manually and individually email each referee.

By using the recruitment software's bulk email functionality, the process of chasing referees is automated, saving days of administration time.

Nova Education Trust chose to use the Vacancy Filler direct link to showcase their live vacancies on their careers page. After implementation was complete, the trust's website manager was given access to the intelligent API so that any customisation could be undertaken easily and without unnecessary back and forward discussions with the Vacancy Filler team. Steve spoke about how simple it was to implement Vacancy Filler: "We found the integration with our website very seamless, it looks great and we're really happy with how the project was managed."

When asked about any final comments, Steve spoke about a survey that had been conducted by one of the trust's schools. When the survey was given to the school's candidates the school found that the results were overwhelmingly positive.



The results were great, we found that the applicants were extremely happy with their candidate journey, with most of the positivity directed towards the live chat feature and the fact that they could fill out their applications when they wanted and were able to return to them when they were part completed.

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