

**Chief Financial Officer and Business Manager**

Dates: Apply by 9.00am, Friday 22nd October 2021. Start date: December 2021

Salary: £23,369 - £33,799 FTE + Bonus available dependent on income generation

Location: Kent

Contract Type: Full Time/Part Time/Job Share - Negotiable

Contract Term: Permanent

*Hadlow Rural Community School (HRCS) opened in September 2013 and offers a unique educational opportunity to students in Hadlow itself and across the wider local area. It is situated on the 630-acre campus of Hadlow College.*

Hadlow Rural Community School is a popular, oversubscribed School with a current roll just under 400 students. The School has recently relocated to a £7million new build and has developed a strong reputation both locally and beyond for enabling its young people to excel and flourish; providing an exciting, vibrant and dynamic experience in academic and land based vocational studies. The school is heavily oversubscribed and has, for the last three years, achieved the highest percentage of applications for Year 7 places, for non-selective schools, across the entirety of Kent.

The school ethos centres on providing an educational experience suited to our students and the local community and whilst academic progress is of the highest importance to us, this is equally matched by our promotion of vocational and enrichment opportunities, ensuring the development of every child as a whole. This has been strongly supported through our most recent [Ofsted inspection](https://reports.ofsted.gov.uk/provider/23/139697), February 2019 in which the school received its second ‘Good’ rating.

We are looking to appoint a self-motivated, innovative and exceptional Chief Financial Officer & Business Manager who has the necessary ambition and expertise to play a key part in the future success of the School. Ideally candidates should have a recognised accounting qualification or at least 5 Years relevant experience in management accounting.

This is an exciting post for an exceptional candidate who will hold a key responsibility for the development and implementation of a financial strategy that ensures the schools economic growth and future long term sustainability.

The role will focus strongly on leading and managing the strategy and operation of the school’s business functions including; Financial planning and Compliance, Infrastructure, Procurement, Human Resources, Marketing and Income generation.

The successful candidate will demonstrate a strong track-record of managing strategic and operational financial systems, be a flexible and creative thinker and is keen to work as part of a team. Previous experience of working in an educational environment would be preferable but not essential.

If you feel that you are a highly motivated, inspirational candidate who has the expertise and experience to play a vital part in the future of our School then we would very much like to hear from you.

For more details or an informal discussion with the Headteacher please contact the PA to the Headteacher via email on [Heidi.Whitmore@hrcschool.org](mailto:Heidi.Whitmore@hrcschool.org) or via 01732 498120

If you wish to apply to join Hadlow Rural Community School in the next phase of its exciting future, further details, including a job specification and application form, can be found on the school website: [www.hrcschool.org/](http://www.hrcschool.org/).

Applicants should send to the school

* A fully completed application form,
* A letter of application identifying how your knowledge, skills and experience meet the requirements of the Person Specification; and how you will contribute to making Hadlow Rural Community School an outstanding place of learning.

Letters should be addressed to the Headteacher and presented on no more than 2 sides of A4, font size 11. Please send this to: [Heidi.Whitmore@hrcschool.org](mailto:Heidi.Whitmore@hrcschool.org)

**The deadline for applications is 9.00am, Friday 22nd October 2021.**

Due to the volume of applications we receive it is impossible to inform all applicants if they have been short listed: therefore if you have not heard from us within 14 days of the closing date you can assume that you have not been successful.

***Hadlow Rural Community School is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, gender reassignment, religion or belief, marital status, or pregnancy and maternity.***