



**STORMONT HOUSE SCHOOL**  
achievement for all

**School Business Manager required ASAP**  
**Salary: £59-£66,000 approx. (commensurate with**  
**experience and impact over time)**

Are you an ambitious leader that enjoys challenge and believes that children deserve the very best educational opportunities possible? Would you like to lead a fantastic team in a four times-outstanding school with excellent facilities that is looking to expand in the coming years? Are you able to lead people as well as systems? Then here is a unique opportunity to use and develop your expertise! Your business and commercial acumen will be valued as a full member of a highly successful Senior Leadership Team.

We are a secondary special school whose vision is 'Achievement for all in a unique, world-class school', and by 'all' we mean students and staff (including leaders). Due to relocation of the present postholder, we need a School Business Manager to play a key role in our continual improvement and future development. The current postholder had never previously felt as fully part of a senior leadership team as she has been here, and this level of teamworking has been essential to our success.

As a vital member of the Senior Leadership Team, you will need well-developed skills in communication and teamwork, whilst engaged in both multi-tasking and strategic planning in a distinctive professional setting.

You would be accountable to the Head and the Governors for ensuring that highly effective and efficient business services support the school's core purpose of providing the best possible educational offer to our students. We serve a richly diverse community and encourage applications that increase the diversity of our leadership team. We welcome applications from all sections of the community, regardless of sex, marital status, race, religion, disability, sexual orientation, or age.

The successful applicant will have a proven record of administrative and financial management and successful project delivery. The candidate should be IT literate with a keen business sense and experience in making the most of financial and human resources.

We are committed to safeguarding our children: in addition to an enhanced DBS check, one of your referees **MUST** be your current or most recent Headteacher (or equivalent), and references will be taken prior to interview.

Crucial to your success will be the competency, compliance, experience, and knowledge of schools' financial, information management and operational frameworks plus the ability to underpin strategic plans with sound budgets and positive people management. Our ideal Business Manager will adopt a rational, calm and systematic approach in handling problems and people, work in a steady, organised manner within a vibrant environment to see tasks and projects through to completion.

We'd very strongly encourage you to join an informal discussion online before you apply to help you get a sense of the school and team you'd be working with and to ask any questions you may have. Please contact Kitty Kaur via [recruitment@stormonthouse.hackney.sch.uk](mailto:recruitment@stormonthouse.hackney.sch.uk) (020) 8985 4245 to receive a link.

Completed application forms should be emailed to [recruitment@stormonthouse.hackney.sch.uk](mailto:recruitment@stormonthouse.hackney.sch.uk)

Informal online meetings to ask questions: 4pm Weds 22, Thurs 23, Weds 29 Nov

Closing date: 9.00 Monday 4 December

Interviews: Monday 11 December

