



## **Bursar – Mount St Mary's College**

### **Derbyshire**

The Governors and Headmaster invite applications for the role of Bursar for April 2018. The College is a well-regarded Jesuit School located in rural Derbyshire. The Headmaster is in membership of HMC.

This is a key role in this day/boarding school, located on two sites and is an exciting opportunity for an experienced leader and manager. The person selected will be responsible for the efficient management of the School's finances and strategic planning of the School's facilities and the effective application of resources to support the School's educational aims. The successful candidate will be a good communicator, a strategic thinker and have a proven record of financial and commercial acumen, allied with project management experience. Excellent interpersonal and management skills are essential, as is a keen sense of humour. Salary will be commensurate with the importance of the role.

**Further details and an application pack can be obtained from the school website or:**

**Mr Jonathan Wheeler; email; [jwheeler@msmcollege.com](mailto:jwheeler@msmcollege.com)**

**Website: [www.msmcollege.com](http://www.msmcollege.com)**

**Closing Date for Applications: Noon Thursday 23<sup>rd</sup> November 2017**

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Mount St Mary's College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants must be willing to undergo pre-employment checks in accordance with DfE guidance on Keeping Children Safe in Education 2014.