



## Job Advert – School Business Manager

Clifford Holroyde Specialist SEN College

Pay Range: NJCJE Grade 7(SCP 30-35) £38,223-£43,421

Full-time, Permanent , **Term Time Working**

Start date: ASAP

Apply by: 12 noon, Monday 15<sup>th</sup> April 2024.

The Governors of Clifford Holroyde are looking to recruit a School Business Manager.

This is an exciting opportunity for a committed, passionate and resilient finance professional to work as part of a dedicated team. The School Business Manager (SBM) holds a key post of senior responsibility within the school. Reporting directly to the Head, the SBM is responsible for ensuring all financial and non-teaching aspects of the school run efficiently and effectively. The SBM is a member of the Senior Leadership Team (SLT) and is expected to contribute significantly to the continuous improvement of the School's services.

Clifford Holroyde is currently a Local Authority Special School for 71 boys between 11-16 with SEMH additional needs. Each pupil is treated as an individual and has a bespoke support package to meet their individual needs. At the heart of everything we do is effective relationships and high-quality teaching. Pupils make progress in attendance, attainment, learning and personal development. Teachers engage and motivate pupils in their learning and help them make good progress from their individual starting points and move on to aspirational and appropriate onward destinations.

This is an exciting opportunity for a committed, passionate and resilient finance professional to work as part of a dedicated team at Clifford Holroyde.

### **Applications**

To apply, please complete an LA application form and write a letter of application outlining your qualifications, experiences to date and suitability to join the team at Clifford Holroyde.

Candidates are encouraged to visit the school. To request a visit please contact the Headteacher via email [clifford-ht@cliffordholroyde.liverpool.sch.uk](mailto:clifford-ht@cliffordholroyde.liverpool.sch.uk)

For more information about our school, please visit our website at:

[Clifford-holroyde.co.uk](http://Clifford-holroyde.co.uk)

Please send completed applications to: [clifford-ht@cliffordholroyde.liverpool.sch.uk](mailto:clifford-ht@cliffordholroyde.liverpool.sch.uk)

### **Key dates**

Closing date: 12 noon, Monday 15th April 2024.

Interviews to be held, ASAP after that date. Start date: ASAP