

<b>Job Title:</b>	<b>Finance and Resources Director</b>
<b>Application closing date:</b>	31 <sup>st</sup> August 2020 5pm
<b>Interviews:</b>	8 <sup>th</sup> September 2020
<b>Salary:</b>	Salary Grade H £47,150 - £53,065
<b>Location:</b>	Basingstoke
<b>Contract:</b>	Permanent/37 hours per week/52 weeks per year

Dove House is an outstanding academy secondary school (Ofsted September 2019) for children with moderate learning difficulties and autism. Our aim is to ensure our students grow into well-rounded young adults, living as independently as possible and taking the lead in living inspirational lives. Dove House is also an accredited Teacher Training Provider (SCITT) working in partnership with local schools.

The Trustees are seeking to recruit a Finance and Resources Director to strategically lead and manage all business aspects of Dove House School Academy Trust. Acting as Chief Financial Officer you will be an integral part of the senior leadership team working closely with trustees and staff to ensure financial compliance whilst delivering the long-term vision and development plans of the academy in a safe and welcoming environment. The post holder will be accountable for the operation, maintenance and development of systems, processes and procedures relating to finance, administration, HR, premises, IT, catering provision and business development.

This role requires a dedicated, flexible and organised individual who will approach work with a positive attitude, with honesty, confidentiality and integrity. We are looking for a leader who is creative and solution focussed and who balances commercial and financial expertise with knowledge and experience of the education sector. You will need to be a good communicator, be able to both embrace and lead change and be willing to develop existing networking opportunities. This is an exciting opportunity for a leader who embraces our core values and regularly asks themselves if 'they have made a difference today'.

The School is currently closed for the summer, however an application form and further information regarding the school is available via the school website <https://www.dovehouseacademy.com/about-us/vacancies/> Previous applicants need not re-apply. Applications should be returned to Debbie Andrews, HR Officer, either by post to Dove House School Academy, Sutton Road, Basingstoke RG21 5SU or via email to: [d.andrews@dovehouse.hants.sch.uk](mailto:d.andrews@dovehouse.hants.sch.uk)

Dove House School is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to a Disclosure and Barring Service check along with other relevant pre-employment checks.