



GOODRICH COMMUNITY PRIMARY SCHOOL
Dunstans Road, East Dulwich, London, SE22 0EP

www.goodrich.org.uk

Tel: 020 8693 1050

Email: office@goodrich.southwark.sch.uk

Headteacher: Ms Nneoma Onyemachi

Deputy Headteachers: Mrs Cathy Devlin

Ms Italia Simeone

Mrs Michelle Birchall

March 2024

School Business Manager

We are seeking to appoint an experienced School Business Manager to join our Senior Leadership Team.

The role will suit someone who is able to effectively lead and manage colleagues and able to build positive relationships with both students and parents. We are looking to recruit staff with the vision and determination to ensure all our students receive a first class education, and who will rise to the challenge of building on success and who are commitment to continuing professional development.

The School Business Manager manages a diverse range of activities including finance, human resources, procurement, information technology, estate management and health & safety. A key component of the role will be assisting the SLT and School achieve its strategic objective through planning, implementation and assessing.

If you are currently considering a career move, we would very much like to hear from you.

Please complete our application pack.

We also welcome and encourage telephone calls on 02086931050 to register an interest or to find out more about the school and the role. If you wish to find out more about the school prior to interview, we would be delighted to welcome you to Goodrich prior to the closing date, to offer you a tour and an opportunity to get a real sense of the school first hand.

To arrange a visit, please email your request to office@goodrich.southwark.sch.uk and provide your availability, as well as a contact telephone number.

Early applications are welcome.

Closing Date for applications is **midday on Thursday, 28th March 2024**

Interviews will take place shortly after.

Goodrich Community Primary School is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment and undergo an enhanced DBS check as part of our Safer Recruitment & Selection Proceedings.