

READING BLUE COAT SCHOOL

BURSAR AND CLERK TO THE GOVERNORS

March 2021 or as soon as possible thereafter

Reading Blue Coat School (RBCS) is a highly successful independent day school of 785 pupils; 513 boys aged 11–16 and a further 272 in the co-educational sixth form. Set in 46 acres of beautifully maintained grounds on the banks of the Thames, the School is situated on the magnificent estate of Holme Park in the Berkshire village of Sonning, four miles outside the centre of Reading.

The Headmaster and Governors are seeking to appoint a highly motivated, dynamic and business minded individual to succeed the current Bursar who is retiring in March 2021. This is a particularly exciting time to join Reading Blue Coat with the arrival of the new Headmaster, Pete Thomas, in September 2020 and an ambitious master-plan in place for the ongoing improvement of the site.

Reading Blue Coat is a prestigious and thriving school in a healthy financial position and plans to develop and enhance its reputation as one of the leading independent schools in the country. The new Bursar will relish this exceptional opportunity to work alongside the new Headmaster in taking the School into the next chapter of its development.

Accountable to the Chair of Governors but reporting on a day-to-day basis to the Headmaster, the Bursar is a critical member of the Senior Leadership Team and he/she also acts as Clerk to the Governors. The post holder will be expected to manage the commercial and business aspects of the School and establish highly effective, collaborative relationships with Governors and colleagues at all levels and play a central role in the School's future planning and development strategies.

The successful candidate will be an individual of proven leadership ability; a strategic thinker who will possess excellent interpersonal and communication skills. Exceptional financial acumen and robust commercial judgement will be essential.

Existing school bursar experience is not a pre-requisite and applications are encouraged from candidates with commercial, charitable, private-sector and public-sector backgrounds.

For further information about the role and details of how to apply, please visit www.rsacademics.com/vacancies/

Interested candidates are invited to contact RSAcademics to arrange a confidential discussion about the role:

Nina Lambert: NinaLambert@RSACademics.com or call her on +44 (0)7764 185745

The closing date for applications is 10.00am on Friday 18th December 2020

Reading Blue Coat School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The appointment is subject to satisfactory pre-employment checks in accordance with the relevant statutory guidance, including an enhanced DBS check, satisfactory references, proof of identity and qualifications, and a satisfactory medical report.