

ADVERTISEMENT

Clerk to Governors
Permanent, Part-Time Contract / Salary: Grade 4, point 14
Start Date: As soon as possible
3 hours per week (approximately)

St. Peter's is a popular, two form entry Church of England Primary school set in the village of Henfield and is an academy school under the Hurst Education Trust. We are looking to appoint a Clerk to Governors to join us as soon as possible.

We currently have 366 pupils on roll with 14 classes. St. Peter's is the only primary school in the immediate locality and draws children from Henfield and the surrounding areas. We are regarded as an important part of this vibrant village and value the close links we have with St. Peter's Church and the local community.

We are seeking someone who can provide high quality clerking support to our Local Governing Board (LGB). Attendance and minuting will be required at pre-agreed meeting times.

We can offer:

- A team of creative, innovative, dedicated colleagues;
- Great facilities and working environment;
- Eager, motivated children with a keen sense of appreciation of others;
- Professional development opportunities to enhance career aspirations;
- Respect for you as an individual.

If you would like to have a conversation with Mrs Maurice, our Headteacher about the position, or have a tour of the school then please contact Alice, our School Office Manager by emailing office@stpetershenfield.org.uk or calling 01273 492447.

Application forms for the position are available through the West Sussex Service for Schools website and also our own website <https://stpetershenfield.org.uk/staff-vacancies/>

Closing date : Friday 29th November 2024

Please note that St. Peter's is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. There will be a need for the successful applicant to undertake a criminal record check via the DBS.