

ST TERESA'S EFFINGHAM

DAY & BOARDING SCHOOL FOR GIRLS

Appointment of Assistant Head (Director of Studies) September 2021



The Role

St. Teresa's School (part of the Effingham Schools Trust) seeks to appoint an enthusiastic and committed Assistant Head (Director of Studies) to join the Senior Leadership Team.

The Director of Studies (Senior School) will work closely with the Deputy Head (Academic) and will be responsible for curriculum management, subject options, tracking and monitoring, data management, the creation of the school timetable, and organising cover. Importantly, the successful applicant will be expected to play an active role in the wider aspects of school leadership, and it will be an opportunity for the person to acquire the skills for future Headship should he/she wish.

The School

St Teresa's School has a school population of 640 including over 80 boarders, and a healthy Sixth Form.

The school sits in 55 acres of beautiful countryside and benefits from excellent facilities. In recent years, the school has carried out a significant development programme, with further exciting projects planned.

The Effingham Schools Trust is a newly created partnership of neighbouring schools St Teresa's and Cranmore. The partnership forms a diamond model school, a powerful and exciting educational proposition, delivering all the advantages of both single sex and co-education to girls and boys. The Trust educates the initial years of school at Cranmore in a co-educational environment, before commencing with single sex on separate sites until the age of 16. The co-educational Sixth Form will open in September 2025.

St Teresa's offers a strong, caring community based on its Catholic traditions, but remains an inclusive environment that welcomes pupils from all backgrounds. With recognised strengths spanning academia, sport and the creative and performing arts, we focus on the individual, allowing the girls to achieve their best and enabling them to follow their own unique path to happiness and success.

Location

St Teresa's is situated in grounds of 55 acres in an area of outstanding natural beauty between Dorking and Effingham in Surrey. There is easy access to London by road or rail; both Gatwick and Heathrow are within 45 minutes' drive.

Facilities

St Teresa's is centred around the original late 18th century manor house and has evolved over the years and now proudly boasts some outstanding facilities.

A number of new facilities have been provided to meet the needs of a modern education. These include a brand new Sixth Form Centre, Equestrian Centre, Tennis Academy, and a Performing Arts Centre comprising a large theatre, drama studios, music classrooms, practice rooms and recording suite, and impressive playing fields at both sites.

The Appointment

The remuneration paid to the person appointed will be commensurate with the importance of the post and with the experience and qualities of that person. The successful candidate will be automatically enrolled into the Effingham Schools Trust Qualifying Workplace Pension Scheme. Further details are available from the Director of Finance. As part of St. Teresa's commitment to safeguarding and promoting the welfare of children, any offer of employment to this post will be subject to receipt of a satisfactory Enhanced Disclosure and Barring Service check, along with qualifications, satisfactory references and a satisfactory response to a Health Questionnaire.

Please complete the Application Form in full, accompanied by your letter of application and CV.

The letter should indicate your suitability for the post and your motivation for submitting the application. Further information including examination results and the latest Independent Schools' Inspection Report can be found on the School's website www.st-teresas.com.

Please note: Closing date for applications is Thursday 7 January 2021.

Applications should be sent to:

Mrs Catherine du Preez Gale
c.dupreezgale@st-teresas.com
PA to the Headmistress
St Teresa's
Effingham
Surrey RH5 6ST

St Teresa's reserve the right to interview at any stage of the selection process.