

Head of Business Services Danebank Anglican School for Girls

Transforming education, one leader at a time



Founded in 1933, Danebank Anglican School for Girls is a leading independent Christian school located in Hurstville, NSW. Danebank prioritises holistic education, integrating student wellbeing, learning, and personal development. Known for its academic excellence, diverse extracurricular offerings, and steadfast commitment to Christian values, Danebank cultivates an inclusive educational environment where young women thrive intellectually, emotionally, and spiritually. Grounded in Christian doctrine, the school fosters integrity, compassion, and service, empowering its students to navigate a dynamic world with confidence and purpose.

The Head of Business Services is an executive leadership position at Danebank designed to foster financial and business discipline and accountability, to provide wider strategic input and support the Executive decision making for the strategic direction of the School.

Working strategically and closely with the Principal along with the Executive, the Head of Business Services will be experienced and able to manage the many aspects of this role, providing outstanding leadership across the financial, property, facilities, resources, risk and compliance, and the governance domains of the School.

The Head of Business Services will have exceptional analytical and finance modelling skills, be a consummate professional and possess outstanding interpersonal and leadership skills, developing smooth and sustainable management of our school and facilities.

The successful candidate will be experienced in or demonstrate the capacity to:

- Model an authentic commitment to the Christian mission and values of Danebank.
- Lead and manage the development and accountability for all financial and trading activities within the School.
- Drive improvements in the management and maintenance of financial and reporting systems and business operations.
- Provide administrative support for the School Council and sub-committees, including preparing meeting papers, and taking minutes and attending all meetings.
- Ensure risk management is delivered to the highest standard, bringing a risk minimisation view, including the preparation of risk management and NESAs compliance and registration.
- Develop new projects and briefs, working with the School's Architects as well as the Principal, School Council and Sub-Committee as well as long term master planning and scenario development.
- Identify and solve problems and deliver key strategic improvement projects in a timely and effective manner.

Danebank has zero tolerance for child abuse and is committed to providing a child safe environment where children and young people are safe and feel safe, as outlined in the Child Protection Policy.

Hutton Consulting Australia is partnering with Danebank in the search and selection process for this position. For a confidential discussion regarding the application process and to access candidate information, please contact Michael Bignill on 0425 271 822 or michael.bignill@hutton.education

Applications should be submitted to the HCA website by 5:00pm on Sunday, 2 June 2024.

<https://hutton.education/opportunities/>

