



**SOMERVILLE HOUSE**  
HONOUR BEFORE HONOURS

## **ADVERTISEMENT**

### **Director of Technology Services**

Due to internal movement, we are inviting applications for the position of Director of Technology Services at Somerville House. This is an exciting opportunity for someone with Senior ICT Management experience within an Independent School environment or education landscape to contribute to the strategic approach of the School through Technology Services initiatives and support.

#### **About Us**

Somerville House is a day and boarding school for girls established in 1899, providing exceptional education for students from Prep through to Year 12, with co-education Pre-Prep offering. Somerville House students have the opportunity to participate in an extensive academic, sporting and cultural program, while receiving high standards in personal care and individual attention within the School community.

Somerville House is a member of the Presbyterian and Methodist Schools Association (PMSA). The PMSA is a mission of the Presbyterian and Uniting Churches.

#### **The Role**

The Director of Technology Services will assume leadership responsibilities relating to all areas of the School's Infrastructure and service portfolio, and consequently play an important role in the strategic planning, leadership and management of the School's technology.

The Director of Technology Services is an **invited** member of the School's Senior Leadership Team with responsibilities in the areas of:

- Strategic Planning
- Communication
- Development of High-Quality Systems
- Financial Management
- Resource Management

#### **Skills, Abilities and Personal Attributes**

- An understanding of the Education sector is preferred.
- Proven experience in managing a Technology Services department, leading staff and building capacity.
- Proven interpersonal qualities and skills necessary for close cooperation with members of staff, parents, students and other members of the School Community.
- Possess high level communication skills (both interpersonal and written).

This is a permanent full-time appointment and commencement will be as negotiated with the preferred candidate.

It is a mandatory requirement for this position that you hold a Working with Children Paid Blue Card or have the ability to apply.

**Please refer to the School's website for the Director of Technology Services Position Description, Applicant Pack and details regarding the Application Process.**

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A school of the Presbyterian and Methodist Schools Association. The PMSA is a mission of the Presbyterian and Uniting Churches.

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Your application should be submitted as one PDF document consisting of:

- A covering letter responding to the Key Areas of Responsibility
- Curriculum Vitae which includes the names and contact details of three (3) professional referees to whom you do or have reported to.

**Closing date is 9am, Friday 19 April 2024.**

*Applications will be assessed and reviewed as received. Somerville House reserves the right to interview and appoint prior to the closing date.*