



Position Vacant

BUSINESS MANAGER

PLEASE DO NOT APPLY VIA THE SEEK "APPLY" BUTTON. SEE ODGERS LINK BELOW.

With the transition of our current Business Manager to a strategic projects and planning focused role after 22 years of dedicated service to Central Coast Grammar School, we are looking to appoint his successor.

Central Coast Grammar School is a remarkable school that is deeply connected to its local community, while setting a future-focused, globally relevant educational agenda that inspires outstanding learning outcomes and offers a deeply nurturing environment in which students thrive. In leading the essential supporting finance, business and operational portfolio, our Business Manager is fundamental to this success. Established in 1985, the School is co-educational with 1,460 students from Kindergarten to Year 12, set in beautiful grounds.

For a relatively young school, the excellence of our educational offering, superb facilities, strength of enrolments and healthy finances are a testament to the quality of our people and their dedication. One of our next areas of focus will be ensuring that we have robust and contemporary business processes, systems and operations, supporting the optimal running of a large, high-performing School and its future sustainability.

Working closely with the Board and reporting to the Headmaster, our new Business Manager will play a key role in guiding the School through its next phase of maturity, while leading and developing our talented finance, ICT, marketing, HR, property and facilities teams.

Odgers Berndtson is assisting Central Coast Grammar School with this appointment. More information on the role can be found at www.Odgers.com/86909. For a confidential conversation, please contact Jane Harlen on +61 2 8905 3711.

The closing date for applications is Thursday 17 November 2022.