



Twyford School



**HR MANAGER
TWYFORD SCHOOL
HIGH STREET, TWYFORD, WINCHESTER, HAMPSHIRE, SO21 1NW**
IAPS co-educational day/boarding school – 401 pupils aged 2 – 13 years

We are seeking to appoint an appropriately experienced and motivated full time Human Resources Manager as a critical member of Twyford School's Senior Leadership Team at a time of exciting change. The HR Manager will lead a practical, solution focused and effective HR function and design and deliver an HR strategy that supports the School's new Strategic Plan.

Our ideal candidate will be highly organised and calm under pressure whilst meeting tight deadlines. The role requires a proven ability to work in collaboration with senior leadership, be approachable to all members of staff and have excellent interpersonal, communication and organisational skills. Working independently as well as part of a team.

Twyford School is a very special School just outside the beautiful city of Winchester. We put the happiness and fulfilment of each and every child and member of staff at the centre of all we do. At Twyford it's the little things which matter.

Candidates wishing to work 4 days a week should not be discouraged from applying.

Full details and application forms are available on the School website or email hr@twyfordschool.com or telephone 01962 712269

Closing date: 9.00 am Monday 31st May 2021
Interviews are expected to be held on Wednesday 9th June 2021.

Twyford School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Applicants will be required to undergo our safer recruitment checks and child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS).