



Twyford School



TWYFORD SCHOOL, WINCHESTER, HAMPSHIRE, SO21 1NW

Tel: 01962 712269 www.twyfordschool.com

IAPS co-educational day/boarding school

Alumni and Development Manager

Twyford School is a successful co-educational, independent day and boarding prep school for pupils aged two to thirteen. Situated in the village of Twyford, near Winchester, the School is set within a truly enviable position of 23 acres of mature grounds, with a beautiful Queen Anne country house as its centrepiece. Surrounded by stunning Hampshire countryside, the School prides itself on being one of the oldest prep schools in the country.

If you have a passion for creating far reaching opportunities for young people, this newly created position brings many rewards and an exciting opportunity to join a small team of dedicated professionals. The main aims of the role are to celebrate and promote awareness of the School by developing an extensive network of stakeholders, to support and strengthen the School's alumni network and to raise philanthropic and major development funds.

The successful applicant will be outgoing, professional, and approachable and will be looking for a role they can make their own.

Core hours:

Permanent, part-time. 16 hours per week term time only (plus 5 inset days) with an occasional requirement to work evenings or weekends to support Open Days and key School events. Opportunity for flexibility over how the 16 hours is worked during the week.

Salary:

£32,500 per annum pro rata (£10,075 pa actual)

Further details may be found on the website: www.twyfordschool.com

The closing date for applications is 12 noon on 5 November 2021.

This vacancy may close prior to the stated date and interviews will take place as a suitable field of candidates is obtained. Early submission of applications is recommended.

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 safeguarding screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS). It is an offence to apply for this post if the applicant is barred from engaging in regulated activity relevant to children.