



Job Vacancy

Clerk to the Governors



Do you have?

- **Excellent administrative and organisational skills**
- **Excellent communication skills**
- **Good IT skills**
- **The ability to work autonomously and be a good team-player**
- **A trustworthy and positive disposition**
- **An understanding of the role of school Governors in the independent school sector**
- **A genuine interest in education set within the context of a Christian worldview**
- **Flexibility to work a few hours per month, occasionally in an evening (to attend Governors meetings).**

If so, please get in touch:

We have a vacancy for a Clerk to the Governors, to start as soon as possible.

For more information contact: operationsmanager@emmaus-school.org.uk

Closing date for applications: 5pm June 14th 2024.

All roles at Emmaus School are subject to an Enhanced DBS check.

There is a Genuine Occupational Requirement (GOR) that the post-holder is a Christian. Regulation 7(2)a of the Employment Equality (Religion or Belief) Regulations 2003 applies.