

Founded 1642



# New Hall School

Catholic independent HMC boarding & day school (1-18) for 1,250 students  
Co-ed Nursery (1-3), Pre-Prep Division (4-7) & Preparatory Division (7-11)  
Girls' Division (11-16) • Boys' Division (11-16) • Co-ed Sixth Form (16-18)  
The Avenue, Boreham, Chelmsford, CM3 3HS

New Hall School requires, as soon as possible, a full time or term time only

## Head of Human Resources

**Competitive salary, excellent benefits & CPD**

This is a rare and exciting opportunity to make a difference as the lead HR professional, caring for a staff team of over 500. The successful candidate will join an experienced Senior Leadership & Management Team (SLMT) and contribute to the overall leadership and management of the School.

New Hall is a warm, welcoming and supportive community, with a diverse range of staffing needs. The School is embarking on a further period of expansion and the successful candidate will play a key role in supporting this development. This is a full time or term time only post and, due to the nature of the role, the Head of HR will be expected to offer flexibility. HR office working hours are 8.30am to 5.30pm, Monday to Friday, all year. CIPD qualification essential. Experience working in an educational environment would be desirable.

Competitive salary on the New Hall Pay Scale • excellent benefits & training • superb working environment • London Stratford 20 mins by train

The salary range at September 2019 rates is £52,834pa to £61,295pa.  
The pro rata term time only (plus 4 weeks) salary is between £43,186pa and £50,102pa

**Closing Date: Midday, Tuesday 23 April 2019**

**Interview Date: Friday 26 April 2019**

**NO AGENCIES**

New Hall is committed to safeguarding students.  
There will be an enhanced DBS check prior to appointment.

For further details & an application form please visit:

[www.newhallschool.co.uk/job-opportunities](http://www.newhallschool.co.uk/job-opportunities)

Alternatively, please contact Katherine Jeffrey, Principal,  
on 01245 467 588 or at [e.murphy@newhallschool.co.uk](mailto:e.murphy@newhallschool.co.uk)

Independent  
School of the Year  
2016