



# PORT·REGIS

## Finance Governor

Port Regis is one of the country's leading co-educational day and boarding schools for children aged two to thirteen. A school in which tradition and innovation have gone hand in hand for more than a century, we provide a thoughtful, rounded education that enables children to thrive. This education goes well beyond our beautiful buildings and outstanding facilities – it is rooted in our culture and values.

### Role Profile

Port Regis' Governing Body, known as the Council of Management, consists of 14 Governors. It has 5 Committees reporting to it, each with its own Chair – Education, Wellbeing, Governance, Finance and Communications.

The Council of Management is seeking to appoint an additional Governor to join its already strong team of Governors within the School's Finance Committee.

We are looking for someone with practical financial acumen and business experience to complement a team of Governors who have successfully guided the School through the challenges of changes to the Teacher Pension Scheme (TPS); the pandemic; the introduction of VAT and the abolition of business rate relief, to emerge with a growing school and robust balance sheet.

Our Governors are appointed for a 3-year term which can be extended by mutual agreement for a further 2 terms. The successful candidate would need to attend 2 formal meetings per term and dedicate a few hours per week during term time to their role. They will be required to undertake relevant training before appointment and at regular intervals thereafter e.g. child protection, safeguarding and data protection. They will also be responsible for reviewing and approving key school policies and procedures at regular intervals.

Port Regis is both a registered company and charity. The successful candidate will become a director of the company and trustee of the charity with the relevant statutory obligations that those positions involve.

This is an unpaid position with the opportunity to make a substantial contribution to Port Regis and in particular, the educational and pastoral opportunities that it offers to Port Regis children and children within the local community and beyond who have access to our facilities and operations; and the employment opportunities and security offered to our staff team of around 250.

### Equality, Diversity and Inclusion

Port Regis is committed to equality, diversity and inclusion. We encourage applications from a diverse range of suitably qualified candidates, including candidates requiring reasonable adjustments.

### Application Procedure

If you feel you can meet the requirements of the post, I would be delighted to hear from you. Please send a covering letter and CV to our Director of HR & Legal, Mrs Geraldine White at ([hr@portregis.com](mailto:hr@portregis.com)) or via post to Port Regis, Motcombe Park, Shaftesbury, Dorset SP7 9QA.

As part of the recruitment process, applicants will be required to complete an 'automatic disqualification declaration' for charity trustees, please click here for further details about the disqualification rules [Declaration](#).

The successful applicant will be required to complete a number of safer recruitment vetting checks before their appointment is confirmed including:

- Identity and right to work in the UK.
- Enhanced DBS (Disclosure & Barring Service).
- Right to work in the UK.
- Prohibition from management in independent schools.
- Confirmation that they are not disqualified from acting as a Charity Trustee or Company Director.
- Overseas clearance (if they have spent more than 3 months overseas in the last 5 years).

Please read our Safer Recruitment Pack and Child Protection & Safeguarding Policy in conjunction with your application.

Sally Ehlen  
Bursar

Note: Port Regis School is committed to safeguarding and promoting the welfare of children and young people. Applicants must undergo child protection screening, including checks with the Disclosure and Barring Service.