

# HERITAGE COLLEGE ADELAIDE



## **POSITION VACANT**

### **BUSINESS MANAGER**

Heritage College in Adelaide is a Christadelphian College dedicated to providing a God-centered educational environment that assists all students achieve their full potential by encouraging them to strive for excellence, use their talents in the service of others and for the glory of God. It has over 400 students from Foundation to Year 12 with students drawn from most local ecclesias and is supported by 50 staff. The College enjoys well established facilities and continues to invest in development.

The College is currently seeking expressions of interest for the position of Business Manager. The Business Manager position forms a crucial contribution in fulfilling the Mission & Objectives of the College and the successful applicant will have a strong commitment to the College philosophy and ethos.

A degree in a business management or commerce discipline or extensive experience in a financial, business and people management role is essential, preferably within an educational context.

The Business Manager will be part of the Leadership Team and work closely with the Principal and Council leading, developing and managing key professional disciplines within the College. They will also be responsible for leading non-teaching staff who support our core business of teaching and learning, and will represent the College to parents, community and external statutory bodies.

For a **Position Description**, please email the Principal's Executive Assistant:  
[executiveassistant@heritage.sa.edu.au](mailto:executiveassistant@heritage.sa.edu.au)

Expressions of interest (maximum one page) together with a current curriculum vitae and the contact details of 2 referees should be forwarded to the Principal's Executive Assistant by email no later than **4:00pm, Friday 31 May 2019**.

The College will then request any further information from applicants before inviting interviews.

**Heritage College**  
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