



ROBERT GORDON'S  
COLLEGE

# Chief Financial Officer (CFO)

HMC Independent co-educational nursery and day school  
in Aberdeen for children aged 3 to 18 years



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# About RGC

Robert Gordon's College is an all-through independent school for pupils aged 3-18. Founded in 1750 and situated in the heart of Aberdeen city, the school has approximately 1,500 pupils in the Nursery, Junior School and Senior School. RGC is a registered charity and provides an annual report to OSCR. We employ around 400 people and have an annual income of over £22 million.

Consistent with the vision of our founder, Robert Gordon, the school has a sector-leading bursary programme which has recently been extended to include the Junior Foundationer Awards for pupils in P1 to P7.

We have a global alumni network of around 14,000 Gordonians, and the school has a very clear ethos based on our motto of 'be all you can be'.

The school is a member of SCIS, HMC, the ISC, AGBIS and ISBA. RGC benefits from a number of global partnerships which support the pupil experience, including MIT and the Global Alliance for Innovative Learning (GAIL).

The school was recently inspected by HMIE and received a very impressive report, which can be accessed via [the Education Scotland website](#).





## The RGC Community

In keeping with Aberdeen's status as the energy capital of Europe, and home to major health care centres and renowned universities, the RGC community is highly diverse and internationally minded. We are a local school that thinks globally. We are fully committed to celebrating our diversity as a community, and welcome applications from people who represent all protected characteristics. We want our staff body to reflect the diversity of our pupil body.

# The Chief Financial Officer role at RGC

The CFO plays a crucial role in shaping strategy to ensure the financial health and sustainability of Robert Gordon's College. Reporting directly to the Head of College, the CFO leads all financial operations and contributes to key business decisions.

This is a time of significant change for the independent schools sector and the CFO will play a crucial role in leading RGC through the next stage in its development. Identifying opportunities for growth, supporting our public benefit work as a registered charity, and ensuring financial sustainability are all areas where the CFO will have significant responsibility. In particular, the CFO has a key role to play in our bursary programme, which is one of the largest in the UK, and ensures that we remain true to our founding ethos.

The CFO is a key member of the College's Executive and Senior Leadership Teams, working closely with the Head of College and collaborating with other senior leaders including the Head of Senior School, Head of Junior School, Chief Operating Officer, Director of People, and Director of Advancement.



Kevin D Reynard,  
Chair of the Board of Governors





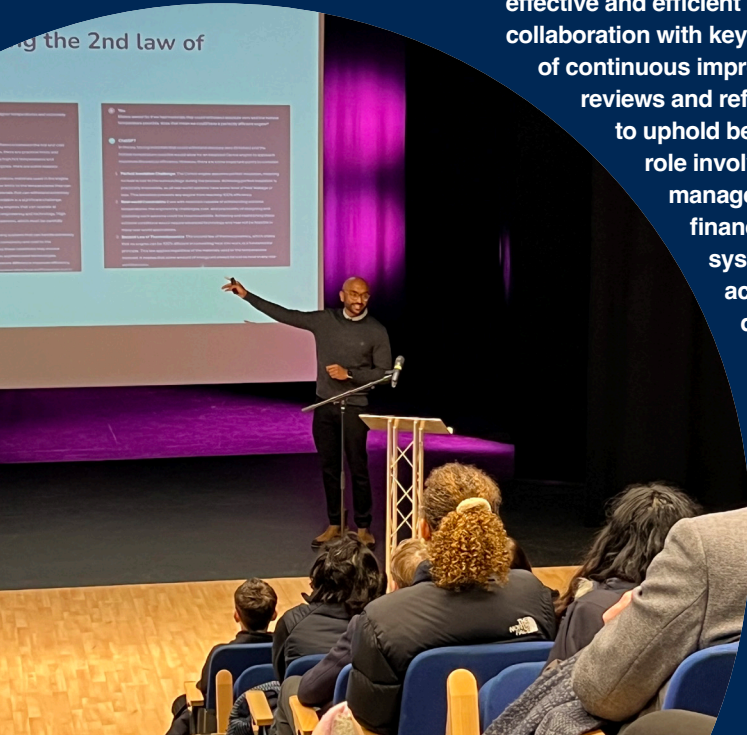
**There are four core strategic and operational areas to the remit:**

### **Financial Leadership:**

The CFO will develop and implement financial strategies aligned with the long term goals of the College and KPIs. Budgeting, forecasting, and regulatory compliance (such as the preparation of annual accounts, and VAT compliance) are critically important. The CFO is required to maintain strong relationships with key stakeholders, such as the board of governors, external bursary providers and trusts, auditors and the bank.

### **Leading The Finance Department:**

The CFO leads the Finance Department, ensuring effective and efficient operations through strong collaboration with key teams. Promoting a culture of continuous improvement, the CFO regularly reviews and refines systems and procedures to uphold best practices. Part of this role involves the implementation and management of digital tools, including financial software and automated systems, to enhance reporting accuracy, efficiency, and facilitate data-driven decision-making.



### **RGCTL/Enterprise Activity:**

The CFO takes a leadership role on the RGCTL board, collaborating closely with the Head of College, COO, Enterprise Manager, and other stakeholders. They will help develop commercial enterprise strategies aimed at enhancing the College's non-fee revenue streams and will create management and reporting processes to track progress and outcomes.

### **Property (Supporting COO):**

The CFO provides financial input into the Capital Investment Appraisal process for major capital projects, focusing on metrics such as ROI and NPV. They will work collaboratively to identify funding sources for projects, considering options such as working capital, bank borrowing, fundraising, third-party contributions, and other funding avenues.



## Values, Experience and Skills Required

The successful candidate will be able to demonstrate:

- Personal values that are aligned with the organisational values of the school.
- Qualified Accountant and a member of a recognised professional accountancy body e.g. ICAS
- Strong analytical skills and proficiency in financial modelling and analysis.
- Demonstrated ability to support Boards in governance and reporting practices through Company Secretary responsibilities.
- Sensitivity to the unique challenges that come from working in an educational setting.
- Experience of working successfully in an organisation of comparable size to RGC.
- A passionate commitment to equity, diversity and inclusion.
- Strong and clear communication and networking skills, and a willingness to be a visible leader within the RGC community.
- Experience of change management and successful completion of major projects.
- A firm commitment to personal professional development.
- Ability to cope under pressure in a fast-paced environment.

## Rewards and Benefits

The salary level will be disclosed once applications are received. In addition to the salary, we offer a broad range of benefits, which are non-contractual and may be subject to change by the College. The current benefits include:

- Membership of the Aviva pension scheme
- Generous staff fee discount
- Life Assurance and Group Personal Accident Insurance
- Access to a third-party cashback and discount site via RGC email addresses
- Preferential parking rates at the Bon Accord Centre car parks
- Family-friendly leave above statutory requirements, including maternity, paternity, adoption leave, and time off for dependents
- Financial contribution towards the cost of prescription eyewear required for work
- A Bike to Work scheme
- A grant towards the cost of purchasing a computer
- Access to a free and confidential Employee Assistance Programme



# The Recruitment Process

## Timeline:

- The closing date for applications is **Tuesday 12th November, 2024**
- Longlist interviews are scheduled for **the week commencing 25th November**
- Shortlist interviews will be scheduled in **the week commencing 2nd December**

## To apply for this position, please submit:

1. A completed RGC application form which can be found on our website: [www.rgc.aberdeen.sch.uk/joinus](http://www.rgc.aberdeen.sch.uk/joinus)
2. A video of 2-3 minutes in length, outlining your interest in the Chief Financial Officer role at RGC, and stating why you are a strong and suitable candidate. The video can be uploaded on the Application Form. If you experience any issues when uploading it please contact [recruitment@rgc.aberdeen.sch.uk](mailto:recruitment@rgc.aberdeen.sch.uk)
3. Your CV (please include links to any social media channels used for professional purposes, such as LinkedIn).

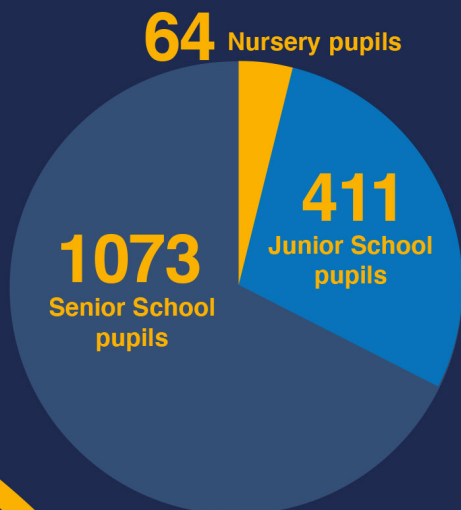
Applications are to be submitted to RGC Recruitment at [recruitment@rgc.aberdeen.sch.uk](mailto:recruitment@rgc.aberdeen.sch.uk). Interested candidates are welcome to ask for a confidential pre-application discussion with the Head of College, Robin Macpherson and/or Director of People, Anna Cairns.

Please note that a psychometric test will be part of the recruitment process. Also, all our roles are subject to a PVG (Protection of Vulnerable Groups) check, provision of suitable references, and a background social media check. A relocation package may be available for the successful candidate.





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**Junior School Specialist Subjects**

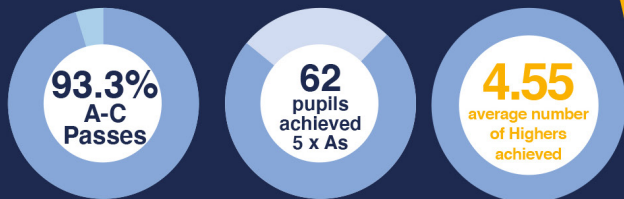
- Drama
- Sport
- Science
- Music
- French
- Art

Our Nursery has a qualified teacher and specialist subject teachers for children aged 3-5 years old

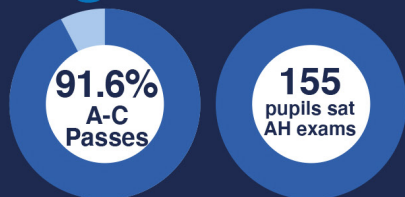
### National 5



### Higher S5



### Advanced Higher S6



- Pupils in S3 choose from **24** Nat 5s
- S3 & S4 pupils choose **8** subjects
- S5 pupils choose from **28** Highers
- Over 160** Co-curricular Clubs
- We offer pupils a free choice of subjects
- 96% average of S6 Leavers go on to Higher and Further Education.
- 286 pupils are speakers of a native language other than English!
- In S6 pupils have a choice of **25** Advanced Highers...
- ...as well as **32** Highers
- HMIE inspectors rated RGC 'excellent' for Raising Attainment and Achievement

- Alumni are located in **59** countries across the world
- Over **250** years of history and tradition
- 47** staff speak more than one language
- £32 million** investment in facilities since 2009
- 51** different languages spoken by pupils