

stChris

A day and boarding school for boys and girls
aged 3 - 18. Asking interesting questions since 1915.

**A dynamic and
rewarding place
to work.**

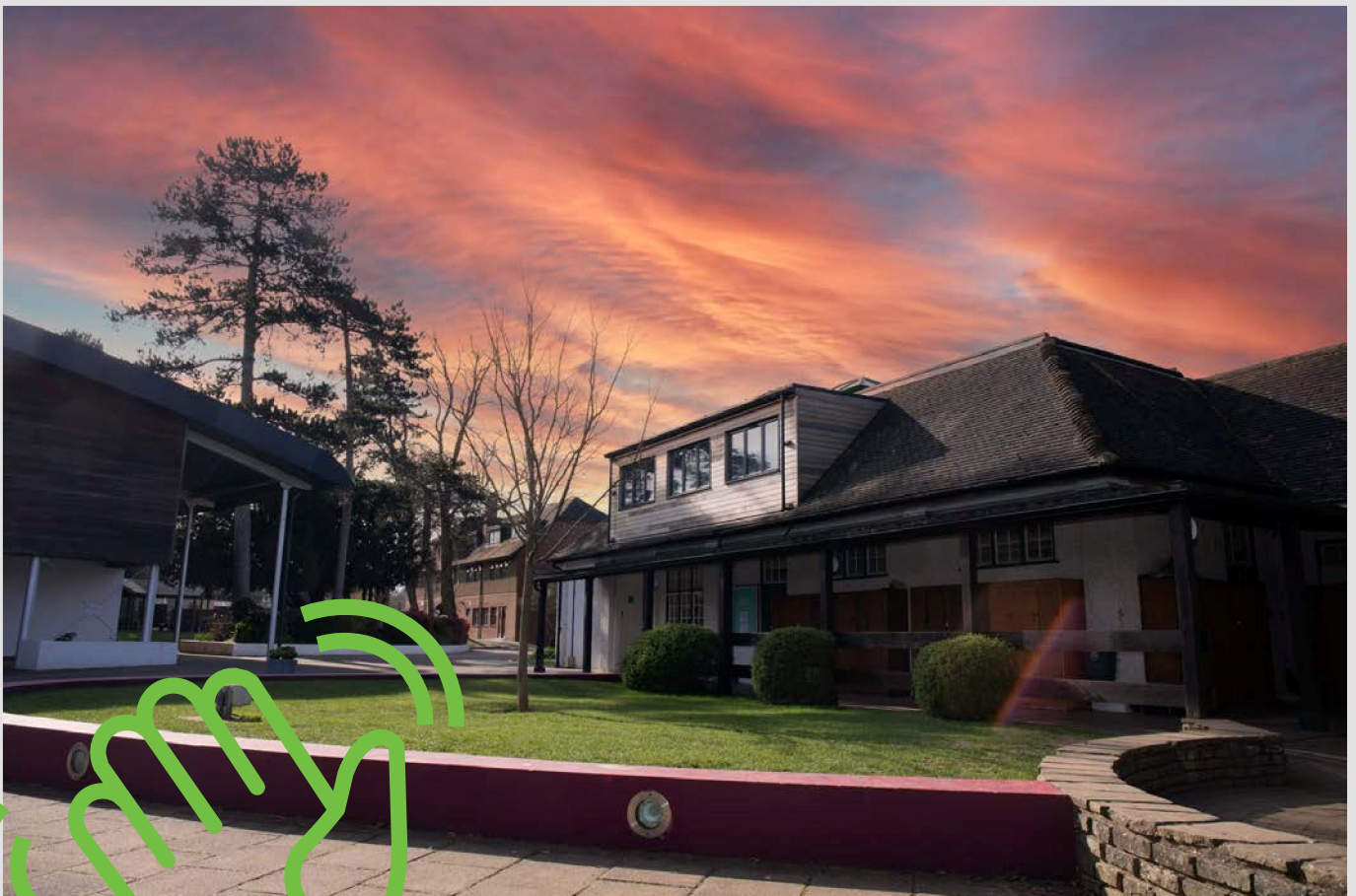
Finance Strategy Lead
One Year Fixed Term Contract

Part Time
Two days a week

Apply by 9:00 am
Wednesday 13 August 2025

Hello! Thank you for taking an interest in our Finance Strategy Lead role. Here at St Chris, we embrace the challenges of the modern world which necessitates the asking of interesting questions.

This job pack contains more details about what this position involves, personal specifications and total reward.



Finance Strategy Lead

Salary

Salary is dependent on skills and experience, actual salary circa £30,000

Contract

One year fixed term contract
Part Time, two days a week

Location

On-site, Letchworth Garden City
Hertfordshire



Life at

St Chris is an independent day and boarding school for girls and boys aged 3 to 18 located in Letchworth Garden City, Hertfordshire. Our School was established in 1915 and, since then, has been working to do things differently if, and only if, it makes things better for our students.

There are currently around 500 pupils on roll and 200 staff.

St Chris seeks to be a continuously developing community of children and adults working together to enable everyone to achieve their best. All are valued as individuals and encouraged to develop curiosity, competence, judgement, kindness and courage. St Chris seeks to prepare pupils for happy and fulfilled lives in the service of others.

We treat young people as individuals, encouraging them to develop into capable, imaginative, responsible people with a zest for life.

The Finance Strategy Lead will provide high-level strategic financial leadership to support the school's long-term financial sustainability, operational efficiency, and regulatory compliance. This interim role will focus on financial strategy, scenario planning and strengthening financial decision making processes, working in close partnership with the Head, Governors, and Senior Leadership Team.

The interim Finance Strategy Lead will act as a key advisor, offering expert input into financial planning, forecasting and risk management, while providing constructive oversight and challenge to the financial operations led by the Director of Finance. The role will also review and support the school's commercial activities and asset management to ensure value for money and a positive cash flow.

The Director of Finance will continue to lead the day-to-day financial operations and will provide management information to the Financial Strategy Lead to support strategic review.

Line Management Responsibility This role will report to the Head and have line management responsibility of Director of Finance



**St Chris is more than
a workplace, it's a
community. The focus
on staff and student
wellbeing is unlike
anything I've ever
experienced.**

Pam,

What will the **Strategy Lead's responsibilities and how they will be involved in the day-to-day running of the** **Finance Strategy** **Lead do?** school.

Key accountabilities and responsibilities of the role:

Strategic Financial Leadership

Provide strategic financial guidance to support the schools long term sustainability
Develop and oversee the delivery of medium to long term financial strategies aligned to the schools educational and operational priorities
Undertake scenario planning and financial modelling to inform future decision making Monitor changes in the external financial, political and economic environment and assess potential impacts on the school
Lead financial elements of strategic initiatives, including capital investment planning and sustainability review

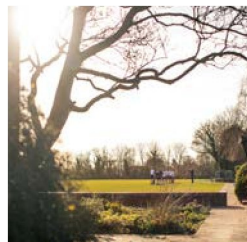
Financial Oversight and Advisory

Review and challenge financial plans, budgets, forecasts and management accounts produced by the Director of Finance and their team.

- Support the preparation of financial reports and strategic papers for Governors and committees
- Advise on risk management strategies and financial controls to strengthen the school's financial resilience
- Provide expert advice to the Head, Governors, Committees, Senior Leadership Team on complex financial matters and strategic investment decisions
-

Commercial and Asset Management Oversight

- Provide strategic oversight of the school's commercial activities, advising on value for money and profitability
- Offer strategic input on asset management to ensure effective use of capital resources Review key contracts and support renegotiation strategies in collaboration with the SLT
-
-
-



Continued on following page. 

Governance, Payroll and Compliance Support

- Ensure effective financial management systems and internal controls are in place to safeguard assets and ensure regulatory compliance
- Oversee the Director of Finance to ensure smooth and timely preparation of annual accounts and financial statements
- Support the financial elements of governance ensuring Governors have timely, accurate and insightful financial information to support decision making
- Review and advise on financial policies, regulatory compliance and statutory reporting processes
- Oversee and authorise the monthly payroll process, ensuring accurate and timely payment of staff salaries in accordance with school policies, contracts and statutory requirements
- Provide oversight on financial risk management and support the school in meeting its regulatory obligations
- Oversee the school's insurance arrangements and ensure adequate coverage.

Legal and Regulatory Compliance (Finance-Related)

- Serve as the key point of reference for legal, contractual and regulatory issues.

Additional duties

- Demonstrate a continual commitment to safeguarding and promoting the welfare of children and young people
- To uphold St Chris policies to protect and safeguard pupils in order to secure their health, safety and wellbeing
- Demonstrate a continual commitment to the promotion of equity, inclusion and diversity initiatives and the sharing of best practice in line with St Chris Equal Opportunities policy and procedures

This job description is not contractual or exhaustive but reflects the type and range of tasks, responsibilities and outcomes associated with the role. The post holder will be expected to also complete any tasks, as requested by their manager.





Person Specification

Qualification

Qualified accountant (ACA, ACCA, CIMA) or equivalent

Experience

Significant experience in strategic financial leadership at a senior level

Proven track record of financial planning, budget management, multi-year forecasting and high level financial reporting

Experience in cash flow management, commercial evaluation and financial risk assessment

Demonstrated experience in providing financial advice and challenge to senior leaders and governing bodies

Experience in reviewing and strengthening financial systems, processes and controls

Experience of overseeing and advising on payroll processes in a medium sized organisation

Experience of working in an independent school or third sector organisation or willingness to learn quickly

Skills and Abilities

- Strong analytical, strategic, and financial modelling skills
- Excellent communication, interpersonal, and influencing skills
- Ability to translate complex financial information clearly to non-financial stakeholders
- Sound understanding of financial regulations, compliance, and governance
- Competent user of financial systems with the ability to critical review financial and payroll processes
- Strong attention to detail with the ability to provide effective financial oversight

Personal Attributes

- High levels of integrity and professional standards
- Commercially astute with excellent business judgement
- Collaborative, with the ability to build strong working relationships across teams and with Governors
- Pragmatic, solution focused and able to adapt to changing financial landscape
- Commitment to safeguarding and promoting the welfare of children.

Benefits of Working at St Chris

“

I love that
everyone's opinion
is valued and
considered.

Angela,
Operations Administrator



Welcome to St Chris

Schools are - in truth - nothing more than a collection of people working together, and it is on that understanding that all the incredible things achieved at St Chris come to be. So, 'Hello'; and we mean that.

*St Chris is a lot of things,
all at the same time.*

St Chris is an independent school for boys and girls aged 3-18.

St Chris is a community of young people from across the local area, the country, and the world.

St Chris is something unmistakably different from the moment you arrive.

St Chris is an outstanding, modern school with an important, progressive heritage.

1

Pension Scheme

Competitive pension scheme with 8% employer contribution plus an additional up to 4% personal sacrifice matched.

2

Westfield Health Plan

Complimentary opt-in Level 1 Westfield Health Plan with the option to scale up your plan with salary sacrifice.

3

Free Lunch

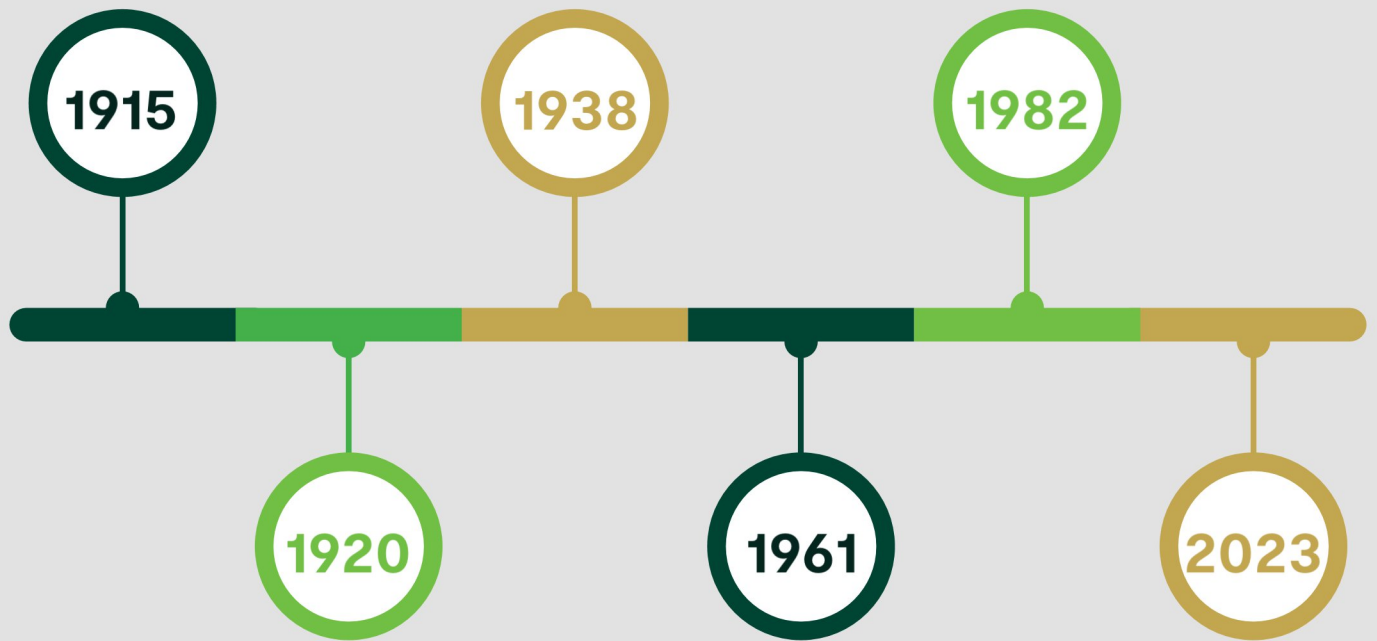
As part of a non-contractual agreement. Free vegetarian lunches are provided to staff during term time.

4

Facilities

Access to the school's on-site swimming pool and gym.

A Brief History of St Chris



St. Chris Established

St Christopher School (then known as the 'Garden City Theosophical School') was established in 1915 by headmaster, Dr. Armstrong Smith, ready for a new style of education.

Initial Meeting of the School Council

The Council consisted of 32 students and staff and met on a fortnightly basis to discuss and legislate on school matters. From December 1920, decisions made by the Council were later ratified by a meeting of the whole school.

Abolishing Uniform

Following a protest in the school magazine, the School Council discusses abolishing school uniforms for boys. The motion is, eventually, passed but no action is taken. During the war, clothing rationing and difficulties for parents meant that uniform was relaxed in 1938.

Swimming Pool Built

Parents contribute an initial £600 towards building the school swimming pool and pupils aim to raise £1000 themselves in 1961. The community pulls together to remove topsoil, excavate and build the pool. By 1968, the pool and changing rooms were completed.

Theatre and Sports Hall Open

A drama festival of eight plays marks the opening in 1982. Over the next decade, the enthusiasm of pupils allowed an average of five school productions each year, ranging from *Twelfth Night* and *Three Sisters* to *Blood Wedding* and *Accrington Paris*.

Present Day

Today, St Chris is a vibrant, thriving community working together. We believe in the benefits of an informal approach underpinned by the belief that all voices, from the youngest member of the nursery to the chair of governors, should be listened to and treated respectfully.



Let's work together.

Piqued your interest? We thought so.

At St Chris, we do things differently to benefit our young people and community. Looking for a new challenge? Looking to have an impact? Searching for a job that gets you thinking?

Apply for this role at www.stchris.co.uk/vacancies.

How to apply

To apply, please complete an application form (we do not accept CVs as an educational institution) and submit this, together with a covering letter to the People team at hr@stchris.co.uk. If you would like a conversation regarding this opportunity, please contact Zoe Weaver, Director of People at 01462 650850.

Please also complete the Equal Opportunities Monitoring form which will be immediately detached from your application.

St Chris is committed to safeguarding and promoting the welfare of children. Applicants will be subject to child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.

St Chris is fully committed to equality of opportunity and diversity and we warmly welcome applicants from all suitably-qualified candidates. We welcome applications regardless of race, colour, nationalist, ethnic or national origins, religion or belief, sex, sexual orientation, gender reassignment, marital or civil partner status, pregnancy or maternity, disability or age.

**The closing date for applications for this role is 9.00 am on Wednesday 13 August.
Interviews will take place on Wednesday 21 August 2025.**