



Dover College - Bursar

Founded in 1871, Dover College is an independent day and boarding co-educational school nestled in a setting shaped by history and horizon, with the castle behind us and the white cliffs nearby.

The College occupies a unique campus on the site of a 12th-century priory, giving it a rich architectural and cultural heritage. From its inception, Dover College has been committed to providing a holistic education, balancing academic excellence with a focus on character development and personal growth.

Throughout its history, Dover College has embraced an inclusive approach, welcoming students from diverse backgrounds and nationalities and is known for its supportive environment, dedication to student wellbeing, and commitment to fostering resilience and lifelong learning skills. The school's TICK values (Tradition, Inclusion, Community, Kindness) continue to shape its identity, attracting students and families who appreciate a balanced approach to education in an inspiring historical setting.

We are now looking for a Bursar who will provide strong operational and financial oversight to the School, playing a key role within our senior leadership team.

The successful candidate will combine strategic insight with the ability to engage confidently with operational details, bring strong organisational and financial acumen, and lead teams through change with clarity and purpose.

Applicants will need to have a genuine interest in and empathy for education, however prior school experience is not a pre-requisite.

Headmaster: Mr P Tattersall-King

Dover College | Effingham Crescent | Dover | Kent | CT17 9RH

Tel: +44 (0)1304 205969 | E: headmaster@dovercollege.org.uk | www.dovercollege.org.uk

Registered Charity Number: 307856



How to Apply

Dover College is being assisted in the recruitment of this key appointment by the Independent Schools' Bursars Association (ISBA), from whom a Candidate Pack can be obtained by sending an email to recruiting@theisba.org.uk

Alternatively, if you would like to discuss the position with ISBA prior to applying, please contact Lucy Wyatt on 07817 038009.

Closing date for applications is 8th June 2026.

Dover College is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, gender reassignment, religion or belief, marital status, or pregnancy and maternity. All disabled applicants who meet the minimum requirements of the job as set out in the job description and person specification will be guaranteed an interview.

The School is committed to safeguarding and promoting the welfare of children and young people. Applicants must undergo child protection screening, including checks and references with past employers and the Disclosure and Barring Service. If you are shortlisted for the position, you will be required to complete a self-declaration form in relation to any criminal record or information that would make you unsuitable to work with children. All members of staff are expected to have proper regard for the School's safeguarding policy and procedures, including up-to-date training. Dover College fully recognises its responsibilities for Child Protection. We are dedicated to safeguarding and promoting the welfare of our pupils, regardless of age, disability, gender reassignment, race, religion or belief, sex, sexual orientation or culture.

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