



RGS ESTD
1562
HIGH WYCOMBE

SCHOLA REGIA GRAMMATICA



Director of Development

Required asap

Deadline: 5 May 2026

[> Information for candidates](#)





Headmaster's welcome



From the Headmaster

I am delighted that you are considering joining us. RGS is an exceptional place with a proud tradition, dating back to 1562, of educating young minds. We have high academic standards, excellent examination results and consistently feature amongst the top state schools in England. Almost all students progress to good universities, including approximately 15 to Oxford and Cambridge.

To maintain this tradition of excellence, we place a strong emphasis on innovative teaching. Our staff are encouraged to be bold and creative, utilising dynamic, evidence-based pedagogies that challenge our students to think critically. Our forward-thinking teachers deliver a high-quality classroom experience combined with exceptional pastoral care. We ensure that, in this large school, every student is known as an individual.

Our broad, balanced and very ambitious curriculum is not the full story, and we look far beyond its confines with a vast array of co-curricular opportunities unparalleled, I believe, in the state sector.

Character development sits at the very heart of an RGS education. We deliberately cultivate resilience, empathy, and leadership, ensuring our young people leave us as well-rounded citizens ready to make a positive impact. We encourage all Wycombiensians to be self-confident, positive, healthy and enquiring, living and breathing our values of Respect, Integrity and Aspiration embodied through a modesty of manner. The result is a happy, close-knit community where we enjoy each other's company, and friendships for life are formed.

As a forward-looking institution, we are also incredibly proud to have recently welcomed girls into our Sixth Form. This historic evolution has brought a wonderful new dynamic to our senior years, further enriching our academic environment, broadening perspectives in the classroom, and preparing all our students for the diverse world beyond school.

Most of our students are day students. Boarding, however, has a unique capacity to shape the lives of young people, and RGS offers this provision to 70 boys. Full and weekly boarding is on offer and plays a substantial role within the life of the school.

You will very much enjoy working with the students here who are courteous, committed, caring and entertaining.

The commitment and dedication of staff who all work towards achieving our vision are the vital component in ensuring the success of RGS. We are looking for well-qualified, enthusiastic and caring colleagues to join us who are passionate about their subject and responsibility, and are willing to go the extra mile to be a part of our exciting journey.

I hope that you find the information of use and look forward to receiving your application if you feel that this opportunity would suit what you have to offer. Thank you for your interest in RGS.

Headmaster,
RGS High Wycombe



[Click this link for web details](#)

Our Results

Our results speak for themselves. We do not, however, rest on our laurels and set ourselves ambitious targets.

72%

of boys accepted Higher
Tariff universities.

15

students were successful
for entry to Oxford or
Cambridge.

Our values

Every day we work as a
team through our values of:

- ✓ RESPECT
- ✓ INTEGRITY
- ✓ ASPIRATION

Our vision



to offer our students an
exceptional all-round
education



Working Pattern

This is a hybrid, four-day-a-week role, with a full time salary of £68,655 per annum:

- £50,217 Term time plus Inset Days and ten additional days pa (four days per week)
- £55,666 52 weeks per year (four days per week)

While flexible working is supported, it is expected that the successful candidate will spend meaningful time on site to fully understand and represent the school's character, community, and estate.



The Role

Key Responsibilities

Strategic Leadership

- Develop and deliver a multi-year fundraising strategy aligned with the school's strategic plan and long-term ambitions.
- Lead the creation of a modern, accurate, and insight-rich fundraising database, working with administrative and IT colleagues to ensure data integrity, segmentation, and compliance.
- Use data to build donor pipelines, forecast income, and shape targeted fundraising campaigns.
- Provide leadership on fundraising governance, regulation, and best practice.

Capital Appeal: New STEM Facility

- Design and deliver a major capital appeal to secure the philanthropic investment required for a new STEM building to open by 2030.
- Develop a compelling case for support that communicates the transformational impact of the project on teaching, learning, and opportunity – including the needs of a new co-educational Sixth Form.
- Identify, cultivate, and steward major donors, including alumni, parents, trusts, and corporate partners.
- Lead appeal committees, volunteer groups, and ambassador networks to broaden reach and influence.
- Ensure the appeal is inspiring, visible, and professionally delivered from launch to completion.

Operational Leadership

- Oversee fundraising systems, reporting, and analytics to ensure accuracy and insight.
- Manage budgets, forecasts, and performance indicators.
- Work collaboratively with the RGS Foundation, Finance, the Headmaster, and the school Governors to ensure alignment and shared purpose.

Fundraising Programmes

Legacy Giving

- Create and promote a legacy giving campaign focused on alumni, celebrating the school's heritage and encouraging long-term philanthropic commitment.
- Develop materials, events, and recognition opportunities that resonate with Old Wycombiensians and their families.

Regular Giving

- Lead and grow a multi-year regular giving programme aimed at parents of the school's 1,200 pupils.
- Develop messaging that connects parents to the school's needs, values, and aspirations, encouraging sustained support.
- Introduce innovative approaches such as matched-giving challenges, year-group competitions, and "sponsor a space" initiatives.

Innovative School Fundraising

- Introduce creative, community-building fundraising activities that engage pupils and staff – for example:
 - student-led enterprise challenges
 - house-based fundraising competitions
 - STEM-themed fundraising events linked to the capital appeal
 - digital giving days and social-media-driven campaign
- Build a culture of philanthropy that feels authentic, inclusive, and aligned with the school's ethos.

Relationship Management

- Build strong, lasting relationships with trustees, alumni, parents, donors, governors, and partners.
- Work closely with the Headmaster and senior leaders to cultivate major donors and represent the school at key events.
- Act as a visible ambassador for RGS, strengthening community engagement and philanthropic confidence.

To undertake other duties of an appropriate nature as may be reasonably required by the Headmaster.



Person specification

▶ Essential

- ✓ Proven track record of successful fundraising, ideally including major gifts, capital appeals, or large-scale campaigns
- ✓ Experience transforming fundraising data and using insight to drive strategy
- ✓ Strong relationship-building skills with the ability to inspire trust, enthusiasm, and long-term commitment
- ✓ Excellent written and verbal communication skills, with the ability to craft compelling cases for support
- ✓ Strategic thinker with strong organisational, analytical, and project-management capabilities
- ✓ A collaborative, proactive, and resilient approach
- ✓ Genuine enthusiasm for the Royal Grammar School, respect for its history and reputation, and a desire to build strong philanthropic foundations for the next decade of pupils – including the school’s newly co-educational Sixth Form
- ✓ A willingness to embrace the school’s character, culture, ethos, and physical estate in order to authentically tell the RGS story and design compelling fundraising appeals

▶ Desirable

- ✓ Experience working in an educational or heritage environment
- ✓ Knowledge of fundraising regulation and best practice
- ✓ Familiarity with alumni engagement, legacy giving, and community-based fundraising
- ✓ Understanding of the culture and traditions of grammar schools or similar institutions

▶ Details

As the school looks ahead to its next chapter, philanthropy will be central to expanding opportunity, enhancing facilities, and ensuring that RGS remains a place where talent and ambition can flourish. To support this vision, we are seeking an exceptional Director of Development to lead a modern, strategic, and inspiring development programme. This post is funded by The Royal Grammar School, High Wycombe Foundation CIO (Charity number: 1179234)

The Role

The Director of Development will lead the design, delivery, and growth of a comprehensive fundraising strategy that supports the school’s long-term ambitions. This is a senior leadership role requiring strategic insight, operational discipline, and the ability to build meaningful relationships across the RGS community.

A major priority will be to refresh, rebuild, and modernise the school’s fundraising data, creating a reliable, insight-driven foundation from which to plan and execute fundraising activity. Alongside this, the postholder will lead a transformational capital appeal to deliver a new state-of-the-art STEM facility by 2030 – a project that will shape the educational experience of future generations.

The role also includes developing a legacy giving programme, expanding regular giving among parents, and introducing innovative school-based fundraising initiatives that engage pupils, staff, alumni, and the wider community.



> Support Staff at RGS



Support staff at RGS

Support staff at RGS provide a vital role in ensuring that the School not only runs smoothly but continues to develop.

Whether joining one of the administration teams, being a technician, a learning support assistant and working on the finances or around the extensive school estate, RGS welcomes colleagues from all backgrounds to bring an added dimension to our staff body.

A range of roles exists from part time, term time only to full time and support staff have excellent opportunities to contribute towards school life.

Although we do not ask our support staff to undertake teaching roles, we warmly encourage participation in school trips and co-curricular activities, and will always welcome a discussion with those who may wish to train.

> Salary scales at RGS

Support staff are paid on the RGS scales, which are closely related to the locally negotiated Buckinghamshire Council pay range. We are a mutually supportive team and endeavour to ensure that all staff have a healthy work / life balance.

> Pensions at RGS

For the benefit of support staff, the School participates in the Local Government Pension Scheme. RGS currently contribute 22.10% of your salary to your pension.

> Common Room at RGS

Beyond your daily responsibilities, you'll benefit from our Common Room, a truly central hub for both teaching and support staff. It is run by a dedicated committee of colleagues, and it is designed to provide a cohesive, stimulating, and enjoyable environment. The Common Room is well-equipped, offering complimentary tea and coffee making facilities, a comfortable sitting area, a functional kitchen, and convenient staff shower rooms. It's the perfect place to meet socially, catch up on school news, share information, or simply relax during your breaks. Throughout the year, the Common Room committee also organises a variety of social functions, giving you even more opportunities to connect with your colleagues and feel part of our close-knit RGS family.



> Our Benefits

We offer a wide range of benefits to school staff, including:



Excellent pension scheme



Cycle to work scheme



Free membership of the School's Fitness Suite



Free use of the swimming pool



Tax-efficient purchases of gadgets through the tech scheme



Staff common room with free tea & coffee



On site hot and cold food



Social functions/ concerts/plays etc



Car parking onsite



Staff birthday cake breaks



Long service awards

> Wellbeing

- ✓ Staff padel
- ✓ Staff touch rugby
- ✓ Wellbeing week
- ✓ Staff yoga
- ✓ Staff football
- ✓ Common Room biscuit breaks
- ✓ Staff badminton
- ✓ Secret Santa
- ✓ Christmas party
- ✓ Staff tennis
- ✓ Secret buddy
- ✓ End of term get-togethers

Join the Royal Grammar School:

A Rewarding Place to Work

Working at the Royal Grammar School (RGS) isn't just a job; it's an opportunity to be part of a vibrant, supportive, and historic educational community. We are deeply proud of our rich heritage and our commitment to providing an outstanding environment for both our students and our staff.

At RGS, you'll find a workplace where your contributions are valued, and your professional growth is encouraged. We foster a collaborative atmosphere where colleagues support each other, and there's a strong sense of shared purpose in helping our students thrive.

We believe that a happy and motivated staff is key to our success. That's why we offer a supportive environment with opportunities for professional development and a commitment to work-life balance. You'll be joining a team of dedicated individuals who are passionate about education and making a real difference in the lives of young people.

If you are looking for a role where you can contribute to a highly respected institution, be part of a close-knit community, and enjoy a fulfilling career, then the Royal Grammar School is the place for you. Come and discover why so many of our staff members choose to build long and rewarding careers with us.



> How to apply

Applications should be made to the Headmaster's PA, Denise Chick, asap, by email (dmc@rgshw.com). Along with the completed application form, please include a letter of application and a current curriculum vitae, which should include the names, addresses, telephone numbers and email addresses of two referees.

> Interviews

Those being called for interview will hear within one week of the deadline when full details of the interview process will be given. All candidates invited for interview will be required to prove their identity and their entitlement to work in the UK.

> How to find us



By road If travelling from the M40, leave at Junction 4. Follow signs for A404. RGS is situated at a set of traffic lights on the left-hand side at the top of the Amersham Hill.



By rail High Wycombe Train Station is situated on the Amersham Road and is a 10 minute walk (uphill).

> The local area

High Wycombe

The RGS is about one mile from the centre of High Wycombe, which has a large shopping centre, several out-of-town shopping areas, a theatre, two multiplex cinemas, sports centre with a 50m competition pool and a large Waitrose. High Wycombe is 25 minutes from London Marylebone on a fast train, the station being 10 minutes walk from the school. The town is well-served by cultural and sporting activities. There is little housing in the town itself though within a short distance the suburbs, with a range of housing stock, commence in all directions. High Wycombe is surrounded by attractive villages, which offer a range of housing from idyllic cottages to large detached properties in the countryside. The town of Marlow, an attractive riverside market town, is a few minutes' drive and Oxford is easily reached via the M40 or by train. Buckinghamshire is renowned for its schools with a range of excellent state primary schools, prep schools, grammar schools and nonselective secondary schools.

Safeguarding

The Royal Grammar School is committed to safeguarding and promoting the welfare of its pupils and expects all staff and volunteers to share this commitment. All appointments are subject to:

- the obtaining of an enhanced DBS clearance;
- confirmation of your eligibility to work in the UK; and
- receipt of two satisfactory references.

Social media checks will be carried out on shortlisted candidates prior to interview.

> How to find us



Equal Opportunities

The RGS is committed to equal opportunities for all its students and staff, irrespective of race, colour or nationality, gender, marital status, family circumstances, religion, sexual orientation, age or disability. There will be no discrimination on these grounds, or for any other reasons which cannot be shown to be justified. Students applying for admission to the school and candidates for posts at the school will be treated according to school policies on admission and recruitment and with regard to British and European legislation. Attention will be paid to the importance of equal opportunities education in both the formal and informal curriculum and our curriculum will be reviewed at frequent intervals to ensure that this policy is reflected in practice. The Headmaster is responsible to the Governors for monitoring this policy. The school operates an Equality Cohesion Policy.