



# INTELLEGO

EDUCATION

APPOINTMENT OF

## Head of Operations

April 2025

Saxton Bampfylde

# INTELLEGO EDUCATION

Intellego Education is led by its Chairman, Dr Stephen Spurr, and Chief Executive Officer, Peter Burdon. Dr Spurr has spent all of his career in world leading education, including being Chief Education Officer with Inspired Schools, Head Master at Westminster School in London and Clifton College in Bristol, and Head of Classics and a House Master at Eton College. Peter Burdon has spent many years in education with major school groups like Nord Anglia Education and GEMS Education, as well as advising investors and operators on school improvement.

Intellego was launched in 2024 with a vision of curating a high-quality family of European schools through a combination of acquisitions and new developments, drawing upon the insight and experience that the organisation's leaders have developed during their careers. They are backed by HIG Realty, who bring a wealth of real estate development experience as well as the focus and funds to invest in socially beneficial companies.

Intellego aims to instil the highest educational standards and a broad holistic curriculum in all their schools, with a belief that all children can perform highly with the right opportunities to learn, teachers who inspire and motivate them, and parental support. Intellego already has schools in the United Kingdom and Italy with opportunities in train to extend their footprint in Spain, in addition to the Madrid School, as well as Portugal, Poland and Greece.

## Our School Partnership

Intellego has formed a partnership with an internationally recognised leading UK independent school. With an enviable track record of delivering outstanding schools, this UK independent school's innovative approach to education and collaborative approach to working in a group, ensures that each new addition is recognisably comparable to the UK school.

Each school, whether in the UK or overseas, is a happy place, with a warm, inclusive and respectful community. Pupils actively seek opportunities to demonstrate their commitment to social responsibility, alongside engagement with a rich extracurricular offering. The importance of kindness is evident in the way pupils interact with each other, their teachers and the wider school community.

Exam results across the group of schools are excellent, born out of an educational ethos that promotes academic ambition and a love of learning from Nursery pupils, right through to the Sixth Form leavers. This is one of the reasons why pupils are highly successful at achieving places in many of the world's top universities.

Both Intellego and our school partner share a common philosophy, and the successful candidate will benefit from the appropriate support and experience that this incredible partnership brings.

Details of our school partnership will be announced during the course of this recruitment process.

# THE ROLE

We are looking for a Head of Operations with experience of directing and managing complex pre-operational and implementation processes in private K-12 education / universities, preferably, but any multi-site business could be appropriate.

## Key tasks and responsibilities will include

- Creation and implementation of pre-operational workstreams simultaneously across several new school sites
- Management of continuous improvement and development of other, established schools
- Liaising between the operational, property, finance and education teams to ensure the right sequence and consistency of approach
- Management of key timelines, and processes to ensure projects are completed on time and within budget
- Working with local representatives in multiple European geographies and understanding local nuances across project implementation

# PERSON SPECIFICATION

- A good degree from a reputable university.
- At least ten years' work experience, including significant pre-operations experience
- Background in private school operations / private universities, preferably, or multi-site businesses, e.g. senior residential care
- Excellent interpersonal and communications skills (A Southern European language would be an advantage)
- Excellent analytical skills
- Self-starter, able to work in a fluid environment and manage their own time as well as ensure complex, fast-moving processes are held to timelines
- A thinker – able to assess complex operational situations and suggest a clear path forward
- Adaptable and resilient style that can deal with uncertainty

# TERMS OF APPOINTMENT

A competitive salary will be offered depending on the skills and experience of the successful candidate. The package will include private health insurance and equity incentive.

## HOW TO APPLY

Saxton Bampfylde Ltd is acting as an employment agency advisor to Intellego Education on this appointment.

Candidates should apply for this role through our website at [www.saxbam.com/appointments](http://www.saxbam.com/appointments) using code FBTQA.

Click on the 'apply' button and follow the instructions to submit an application and complete the online equal opportunities monitoring\* form. The covering letter should be addressed to Dr Stephen Spurr, Chairman, Intellego Education. This letter should explain your reasons for applying and the relevance of your experience.

The closing date for applications is midday on Friday 23<sup>rd</sup> May 2025.

\*The equal opportunities monitoring online form will not be shared with anyone involved in assessing your application.

Preliminary interviews with Saxton Bampfylde will take place during w/cs 2<sup>nd</sup>, 9<sup>th</sup>, 16<sup>th</sup> June. Interviews with Intellego will take place during w/c 30 June (online) and w/c 7<sup>th</sup> July (in person). These dates may be subject to change.

### **Safeguarding and equal opportunities**

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment.

Any offer of employment will be subject to successful completion of pre-employment checks, including an enhanced DBS disclosure, the receipt of satisfactory references, our pre-employment medical questionnaire, relevant original ID documentation and examination certificates. The post is exempt from the Rehabilitation of Offenders Act 1974 and the School is therefore permitted to ask job applicants to declare all convictions and cautions (including those which are "spent" unless they are "protected" under the DBS filtering rules) in order to assess their suitability to work with children.

We are committed to ensuring that the recruitment and selection of staff is conducted in a manner that is systematic, efficient and effective and promotes equality of opportunity.

### **Data Protection**

According to GDPR guidelines, Saxton Bampfylde Ltd are only able to process your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express consent. You will be asked to complete a consent form when you apply and please do not include any Sensitive Personal Data within your CV (although this can be included in your covering letter if you wish to do so), remembering also not to include contact details for referees without their prior agreement.



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