

Librarian (Maternity Cover)

Full time, term time only

Start date – 1 September 2026

Support Staff Grade 4 - £30,723 to £40,989 pro rata



GDST

We would also be keen to hear from candidates who might be interested in job-sharing - either splitting the day or the week.

Norwich High School for Girls is seeking to appoint someone to cover the Maternity Leave of our current Librarian. We are looking for a Librarian who is passionate about reading and has the ability to inspire and motivate students to engage with reading.

The Librarian will manage the libraries in our Senior School and Prep School to ensure that all students develop a love of reading, an understanding of the library as a welcoming space for independent study and a resource centre for academic research.

The core role will be to manage library stock so that students and staff have ready access to as broad and relevant a range of reading matter, reference materials, research tools and information services as possible.

The post-holder will also be responsible for our after-school supervised homework sessions which run in the Senior School library (4-6pm) under the direction of the duty member of the SLT.

The role is term time only, plus five days in the holidays.

About Norwich High School for Girls

Norwich High School for Girls is an independent day school for girls from 3-18 with approximately 600 pupils. The school is part of the Girls' Day School Trust (GDST), the largest independent school group in the UK. It is at the forefront of education for girls and a strong voice in promoting opportunities for young women.

We offer a competitive salary and benefits package and a strong professional development programme. These benefits include:

- Competitive salaries
- Membership of the GDST flexible pension scheme (up to 12% employer contribution)
- Access to extensive professional development opportunities
- Free hot lunch during term time
- Access to Fitness Suite and Swimming Pool subject to availability and induction
- Onsite parking
- Access to our free Employee Assistance programme
- Competitive terms and conditions of employment

A letter of application addressed to the Head (Nicola Griffiths) should be included with your application form.

Please note that CVs without a completed school application form cannot be considered.

Closing date: 12 noon, Friday 15th May 2026

Interview date: Wednesday 3rd June 2026

The GDST is committed to diversity, inclusion and real change: a family where every individual is valued, respected and included. The GDST is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service. Candidates shortlisted for interview will be subject to an online search. This isn't part of the shortlisting process - candidates will have an opportunity to address any areas of concern at interview.