

Somerville College Organisation Chart

As at September 2011



The Principal and Fellows of Governing Body

Executive Assistant to the Principal

Personal Assistant to the Principal

Librarian & Fellow

- Assistant Librarian
- Library Assistant

Treasurer & Fellow

- College Accountant
- Senior Treasury Assistant (Accounting)
- Senior Treasury Assistant (Payroll & Battels)
- Treasury Assistant (PL & Cashbook)

Senior Tutor

- Academic Registrar
- Academic Office Administrator
- Tutorial & Graduate Officer
- Academic Office Assistants

Development Director & Fellow

- Senior Development Officer
- Somerville Association Secretary
- Development Services Manager
- Annual Fund & Alumni Relations Officer
- Development Assistant

Domestic Bursar & Fellow

- Catering & Conference Manager
- Deputy Catering & Conference Manager
- Catering Supervisor
- Assistant Catering Supervisor
- Catering Assistants FT & PT

Access & Communications Officer

- Human Resources Manager
- Human Resources Administrator

- Maintenance Manager
- Assistant Maintenance Manager
- General Maintenance Assinat & Plumber
- College Carpenter
- College Painter
- General Maintenance Assistant

- IT Systems Manager
- IT Systems Officer
- IT Assistant (Student Placement)

- Head Gardener
- Second Gardener

Treasury & Project Administrator

Conference & Events Administrator

- Head Chef
- Second Chef
- Third Chefs
- Section Chefs
- Food Preparation Assistant
- Kitchen Porter

- Housekeeping Manager
- Senior Housekeeping General Assistants
- Housekeeping General Assistants

- Head Porter
- Deputy Head Porter
- Lodge Porters

- Nursery Manager
- Deputy Nursery Manager
- Nursery Nurses