

Governor role description

Role Title: Governor

Responsible to: The Board of Governors, the College and the wider community

Pay Scale: Voluntary role. Expenses will be paid

Approximately 50 hours per year: attendance at board and committee meetings, plus attendance at strategy days, training events, preparation time and College events throughout the year.

The period of office of governors shall normally be for 4 years. Governors can serve a maximum of three 4-year terms of office.

Purpose of the Role:

To contribute to the values, purpose and educational direction, strategic planning of the College.

To support the decisions of the Board once they have been reached, on the basis of collective responsibility.

Governors contribute their professional and specialist skills, and their experience to the Board in a non-Executive role. These may well be inflected with lived experience drawn from socio-economic background, culture, faith and ethnicity, gender and gender identity, age and disability and other factors.

Governors provide oversight of the College and its business, making a positive contribution that does not interfere with day-to-day management (which is the remit of the CEO and Senior Management Team).

Main Duties

1. Determine and promote the values, educational character and mission of the College
2. Account for public monies granted to the College
3. Ensure the solvency of the College and its assets
4. Approve annual estimates of income and expenditure
5. Be responsible for the employment of those staff designated as Senior Post Holders and the Clerk to the Corporation
6. Set a framework for the pay and conditions of service for staff who are not Senior Post Holders in line with best employment practice.

Governors will:

1. Contribute towards the development and monitoring of the College's strategic plan.
2. Prepare for, attend and actively participate in Board meetings to assist the Board in its strategic oversight of College activities.

3. Participate in appropriate induction, strategic planning and training events to develop knowledge and skills including reading educational material from a variety of sources.
4. Take an oversight of the College annual self-assessment process and in particular contribute to self-assessment processes in relation to leadership, management and governance.
5. Contribute to the continuous improvement of standards by applying external knowledge and expertise to the strategic oversight and decision-making processes of the Board.
6. Demonstrate and promote the highest standards in public life in accordance with the role of a Charitable Trustee as set out in the Nolan Seven CEOs of Standards in Public Life.
7. Support decisions of the Board once they have been reached on the basis of collective responsibility, even if you have spoken against a proposal during debate.
8. Understand that individual Governors have no specific powers e.g. statements can only be made on behalf of the Board by those authorised to do so.
9. Comply with the provisions of certain documents as they apply to Governors including but not limited to:
 - Instrument and Articles of Government
 - Standing Orders
 - The Scheme of Delegation
 - Code of Conduct
 - Financial Memorandum
 - College Financial Regulations and Procedures
10. Ensure that a robust quality strategy is developed and approved. Also, to regularly monitor the College's performance against agreed and established key performance indicators.
11. Contribute to the financial oversight of the College.
12. Oversee arrangements for obtaining the views of staff, students and other stakeholders.
13. To develop an understanding of the local community and act as an ambassador for the College.
14. Seek at all times to promote the interests of the College and its students.
15. Attend College events to meet students, staff and other stakeholders e.g. student performances, exhibitions, community events or award ceremonies.
16. Work within the guidelines, policy and procedure requirements laid down by College policies in such matters as Safeguarding & Prevent, Equality and Diversity, Health and Safety and Risk Management and promote their effective implementation.
17. Demonstrate positive behaviours and commitment to the College Core values of aiming for excellence, being inclusive, developing students and staff to their full potential, focusing on

teaching and learning, operating in a sustainable way, serving our community and valuing each other.

18. The post holder will be required to carry out such other relevant duties commensurate with the role as may be assigned by the Chair of the Board in agreement with you.