

THE NORTHERN COLLEGE
THE BOARD OF GOVERNORS

Role description and person specification – governor

1. Collectively as a member of the governing body you will contribute your professional and general skills and knowledge to the College in a non-executive way to:

- ensure that the College pursues its objects as defined in its governing document;
- ensure the College uses its resources exclusively in pursuance of its objects;
- safeguard the good name and values of the organisation;
- determine the educational character and mission of the College;
- consider, contribute to and approve the College's strategic ambition;
- support the development of appropriate partnerships and ensure the College is responsive to the needs of the communities it serves and local and national strategic priorities;
- set measurable key performance indicators and monitor the College's performance;
- make effective and efficient use of resources and safeguard the College's assets, ensuring that all resources, including financial, personnel, property and other assets, are effectively deployed and managed;
- oversee the appointment, grading, suspension, dismissal and determination of pay and conditions of service of senior post holders;
- set the framework for the pay and conditions of service of all other staff;
- provide constructive challenge and direction to the College executive.

2. Individually you will:

- operate high standards of governance and probity and act in accordance with relevant statutes;
- use reasonable care and skill, making use of your skills and experience and taking appropriate advice when necessary;
- give appropriate time, thought and energy to your role;
- serve as a trustee of the charity and comply with the responsibilities of a trustee as set out in charity law;
- serve as a director of the company and comply with the responsibilities of a director as set out in company law;
- serve on appropriate committees, or other groups established as required by the Board of Governors;
- contribute to the self-assessment review of governance;
- participate in training and development activities as required;
- participating in activities to promote the College to its beneficiaries, funders and the wider public;
- meet agreed attendance targets.

3. Time Commitment

Approximately 40 - 60 hours per annum.

General	Essential	Desirable
A commitment to education and the needs and success of students.	✓	
A commitment to the aims and values of the College.	✓	
An understanding of the needs of adult education students.	✓	
A commitment to high standards of governance and probity.	✓	
Ability to provide the level of commitment required for this role.	✓	
Experience		
Experience of working at board level (or equivalent) in either the public or private sector.		✓
Skills		
Ability to think and act strategically.	✓	
Financial awareness.	✓	
A commitment to equality and diversity.	✓	
Proven interpersonal, communication and people skills including critical listening and the ability to ask probing questions.	✓	
Ability to work positively with others and to contribute as a member of a team.	✓	
Ability to work within a framework of collective decision-making in the best interests of the College and the capacity to make objective decisions.	✓	
Assimilation skills to help absorb and make use of a wide range of information and data.	✓	
Analytical and problem solving skills.	✓	
Ability to operate confidentiality.	✓	
The ability to learn and develop as a governor through training and self-evaluation.	✓	
Specific Skills		
Specific skills to strengthen the skill base of the Board of Governors as outlined in the advertisement.		✓