



The Northern College For Residential Adult Education

Role Description: Governor

1. Responsibilities

Within the overall responsibilities of the Corporation, and as set out in the Instrument and Articles of Government, Governors are collectively responsible for:

- 1.1 The determination of the educational character and the strategic direction of the College, including setting and overseeing its mission and general policies.
- 1.2 Setting targets for management.
- 1.3 Monitoring the performance of management in meeting targets, carrying out policies and maintaining adequate management information systems with a view to continually improving standards.
- 1.4 Ensuring within the College a climate for creativity, change and responsiveness to the needs of learners, the external environment, the local community, employers and other client groups.
- 1.5 The determination of the educational character and the strategic direction of the College, including setting and overseeing its mission and general policies.
- 1.6 Ensuring the effective and efficient use of resources and the solvency of the College and the Corporation and for safeguarding their assets.
- 1.7 Ensuring the Corporation gives a proper account of its activities.
- 1.8 Selecting and evaluating the Principal, Senior Postholders and the Clerk to the Corporation.
- 1.9 Supporting and advising the Principal.
- 1.10 Approving annual estimates of income and expenditure.
- 1.11 Setting a framework for pay and conditions of staff.
- 1.12 Ensuring that the Corporation has in place policies and procedures necessary to fulfil its legal obligations.
- 1.13 Approving the risk management framework for the organisation and ensuring that decisions taken by the Corporation have an adequate assessment and acceptance of risk.

2. Expectations

Governors are be expected to:

- 2.1 Meet performance indicator targets set by the College with regard to attendance at meetings.
- 2.2 Abide by the College's Code of Conduct for Governors.
- 2.3 Actively participate in the Corporation's Committee structure.
- 2.4 Participate in the process for the appraisal/review of the performance of individual members.
- 2.5 Participate in Governor training and development.
- 2.6 Promote the College's best interests, particularly in the community that it serves.
- 2.7 Support decisions of the Board of Governors and the standing committees even if the member has spoken against a proposal during the debate at a meeting.
- 2.8 Make no public statements on behalf of the College unless delegated to do so by the Chair of the Board of Governors.
- 2.9 Contribute to the business of the Board and its standing committees in an effective, efficient and transparent manner without being mandated by any group to express views that are not held by them personally.

3. TIME COMMITMENT

- 3.1 30-40 hours per annum.