

The following has been provided as a clearer and more supportive document for governor recruitment and in role.



Governor Role Description

Purpose of the Role

To contribute to the strategic oversight and operational assurance responsibilities of the Board. This will include, but not be limited to the academic direction, strategic planning and mission of the College, supporting the decisions of the Corporation and its committees once they have been reached, based on collective responsibility.

Main Duties

- To contribute to the robust governance of the College and provide constructive challenge to the College Executive in a spirit of openness, accountability and mutual respect.
- To have regard to the interests of learners, staff, stakeholders and the wider community in considering the work of the College at a strategic level
- To undertake induction training on appointment to the role
- To comply with the provisions of the following documents as they apply to the role of members of the Corporation:
 - Instrument and Articles of Government
 - Standing Orders
 - Code of Conduct
 - Funding Agreements
 - The Nolan Committee's seven principles of public life
 - The College financial regulations and financial procedures
- To act in the best interests of the Corporation and Halesowen College.
- To read all papers sent prior to a meeting to ensure a full and informed debate and decision-making process.
- To support decisions of the Corporation and its committees once they have been reached based on collective responsibility, even though you may have spoken against a proposal during a debate at a meeting.
- To give due priority to attending meetings of the Corporation and its committees, attending and participating actively in the Corporation meeting as required, and to be a member of at least one committee or lead governor role.
- To attend College events, where possible (such as student awards presentations and open days/evenings) to gain an appreciation of the work of the College and to meet its students and staff.
- To participate in training and Corporation development activities to develop knowledge and skills.
- To promote the effective implementation of the College's equality and diversity policies in relation to all aspects of the duties of the role.
- To promote the effective implementation and oversight of the Corporations statutory responsibilities in relation to the Safeguarding of all learners and staff.
- To promote and monitor the College's responsibilities under the Prevent Duty.

- To promote the highest standards of health and safety practice in relation to all aspects of the duties of the role.
- To understand that individual members have no specific powers, e.g., statements may only be made on behalf of the Corporation by those authorised to do so.

Key Accountabilities To:

- The College's learners and customers for quality of experience and outcome.
- The Government, Education Skills Funding Agency and public for the use of public funds.
- The local community for a local resource.
- College staff as their legal employer.

Eligibility

- All governors are appointed subject to meeting eligibility requirements. [Please follow the link](#) which provides information surrounding governor eligibility.
- The Corporation requires all governors to agree to Disclosure & Barring Service (DBS) check on appointment and then after 5 years of service.
- Governors are required to participate in the self-assessment programme.
- The College is committed to the principles of equality and diversity and welcomes applications from all sections of the community.

Governor Person Specification

Core Elements

Governors should be able to demonstrate:-

- An active interest in improving the outcomes for learners.
- Commitment to lifelong learning and the role of the College as a major provider of education and training.
- Commitment to promoting and championing equality and diversity.
- Commitment to quality and raising standards.
- Willingness to promote the College within the community it serves.
- Ability to work positively with others and to contribute as a member of a team.
- Ability to shape and agree strategies and policies and ensure these are monitored and implemented.
- Ability to make reasoned decisions and to act honestly, diligently and in good faith.
- Ability to contribute to establishing performance targets and the monitoring of performance against these.
- Commitment to attend Board Meetings, Committees and Away Days and development events.

Generic Skills

- Strategic engagement
- Financial understanding
- Sharing best practice
- Vision and commitment
- Ability to share and work to common values
- Critical listening and appraisal skills
- Ability to ask probing questions
- Analytical and problem-solving abilities
- Integrity to act without self-interest

- Ability to work within a framework of collective decision-making and in the best interests of the Board and the College
- Awareness of standards in public life, public accountability and a determination to abide by them
- Respect for confidential discussions/reports
- Communication skills

What does a Governor of Halesowen College do?

The College exists to provide exceptional education, training and support that will transform life chances and equip our community to flourish in a changing world. Governors have a genuine interest and concern that learners have a good, safe, enjoyable and inspiring experience at Halesowen College.

Governors are appointed based on their relevant skills and experience and make a positive contribution to the College with an important part to play in raising standards through strategic direction, ensuring accountability and monitoring and evaluating College performance.

The role of a Governor is non-executive. Governors should be as flexible as possible in executing their responsibilities and duties, ensuring that their oversight of the College does not interfere with the day-to-day operational management of the College, which is the responsibility of the Chief Executive. However, Governors will be required to monitor College performance by setting targets and agreeing key performance indicators in areas including finance and quality.

Governors have an important role to play in promoting College interests. This includes fostering good relations between the College and the community it serves and ensuring that the aims and objectives of the College are understood.

Governors need to be committed to the College and are expected to attend 5 Board Meetings each year and additional Governor Strategy/Development days. Governors are expected to serve on one or more of the Board's committees being Audit Committee (3 meetings per year), Finance and Resources Committee (3 meetings per year), Search Committee (3 meetings per year), Students, Curriculum and Quality Committee (3 meetings per year), Personnel Committee (2 meetings per year) Remuneration Committee (1 meeting per year). Board meetings usually take place on Wednesday evenings from 6pm. Committee meetings usually take place on Tuesday or Wednesday evenings from 6pm. There may also be the need to attend additional meetings as and when required.

College Governors are volunteers and do not receive remuneration. However, governors can claim expenses through the College procedures.