



GOVERNOR ROLE DESCRIPTION

Governors of a Further Education College take joint responsibility for its educational character – the kind of provision which it makes for the student groups and communities it serves – and for ensuring that it is well managed and solvent. Each governor brings to the governing body (the 'Corporation') a mix of knowledge, skills and abilities which are unique, but which complement those of other governors to provide a range of expertise which aims to give strategic direction to the senior management of the college in their operational roles.

1. APPOINTMENT

The Corporation has published rules for the appointment (and re-appointment) of Governors and all appointments will be made using this process.

2. ACCOUNTABILITY

Governors are accountable to the Chair of the Corporation and the Corporation Board.

3. PERSONAL QUALITIES

- a) Demonstrate a strong personal commitment to further education and college values aims and objectives.
- b) Act fairly and impartially in the Corporations and college's interests using independent judgement and maintaining confidentiality as appropriate
- c) Make yourself available to attend induction/training/events organised by the College and other bodies.
- d) Commit to the overall time commitment required of a Governor, to effectively carry out the role.
- e) Have a high degree of personal integrity
- f) Have the ability to be decisive with an ability to lead and guide others in decision making processes on getting things done and to challenge and engage others in debate
- g) Have the ability to recognise the distinction between governance and management and to act accordingly
- h) Have the ability to take a financial overview

4. RESPONSIBILITIES:

- a) Take joint responsibility, with other members of the Corporation, for setting and monitoring the strategic framework within which the college operates.
- b) Be actively involved in reviewing the role and function of the college in response to internal and external change.
- c) Ensure that all resources, including financial, personnel, property and other assets, are effectively deployed and managed.
- d) Through regular quality reports ensure that the college is setting and achieving high quality provision across all areas of delivery
- e) Through receiving regular financial reports, ensure that the college is solvent and that finances are well managed. You will, as a Governor, be responsible for approving annual estimates of income and expenditure.
- f) Work with other members of the Corporation to set frameworks for pay and conditions of service, with particular responsibility for establishing pay for senior post-holders.
- g) Foster good relations between the college and its community and ensure that the college's aims and objectives are understood.
- h) Participate in committees or working groups of the Corporation, in accordance with your own professional knowledge, skills and abilities.
- i) Be willing to serve across the full range of Committees at the request of the Chair subject to mutual agreement.

- j) Be willing to undertake any additional Governors duties as may be required from time to time by mutual consent
- k) Help to ensure that the college, in its procedures, policies and actions, complies with the law.
- l) Work with other governors to ensure that the college has due regard to equal opportunities in its operations.

5. EXTERNAL ROLE

- a) Represent the Corporation and college at external meetings, presentations and conferences as requested by the Chair (this is not an exclusive role and can be extended to other members).
- b) Play an agreed ambassadorial role on the college's behalf.

6. EXPENSES AND INSURANCE

All Governors are advised that Members are entitled to claim normal travel and subsistence expenses in line with the Governors expenses policy identified in the Financial Regulations. Governors are advised that the College has Governors liability Insurance in place.



GOVERNOR PERSON SPECIFICATION

1. PERSONAL ATTRIBUTES

- An active interest in further education, higher education and the skills sector
- Strategic awareness, experience and understanding
- Commitment to quality and raising standards
- Commitment to promoting equality, diversity and inclusion across Brockenhurst College
- Willingness to promote the College with stakeholders and within the local communities
- Ability to work constructively and as part of the non-executive team
- Strong critical reasoning skills
- Integrity
- The ability and commitment to fully participate in the Board and individual duties set out in this profile

2. SKILLS & EXPERIENCE

- Experience of developing and leading strategy and large-scale projects
- Qualified and experienced at a senior/executive level in finance/accountancy
- Experience of being an active member of a Board and/or Committee
- Membership of an applicable professional body/network, where applicable

3. ELIGIBILITY

A person is not eligible to be a Corporation Member when/if:

- They have been adjudged bankrupt
- They are subject to a bankruptcy restriction order, an interim bankruptcy restriction order or a bankruptcy restriction undertaking
- They have made a composition or arrangement with creditors, including an individual voluntary arrangement
- They have been convicted of an offence in the previous 5 years and received a sentence of imprisonment, whether suspended or not, for a period of three months or more, without the option of a fine
- They have been convicted of an offence in the previous 20 years and received a sentence of imprisonment, whether suspended or not for a period of more than two and a half years