

Role Description

Title Corporation Board Member

Accountability Responsible to the Chair of the Corporation and the Corporation as a whole.

Main purpose of role To support the strategic development and oversight of the College, by attending and contributing to meetings of the Corporation and its committees.

Note: The appointment will be for a two-year period initially. Appointees may continue in post for a maximum of eight years (subject to board approval).

Main duties & responsibilities

To undertake induction training on appointment to the role

To comply with the provisions of the following documents as they apply to the members of the Corporation:

- The Nolan Committee’s seven principles of public life
- Instrument & Articles of Government
- Standing Orders
- Corporation Code of Conduct
- College financial regulations and financial procedures

To act in the best interests of the Corporation and the College

To prepare adequately for meetings 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 on the basis of 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 as required

Participate actively and flexibly in a range of Corporation activities, such as attendance at meetings and College events

Participate in training and Corporation development activities to develop knowledge and skills

Remuneration

This is a voluntary role and whilst not remunerated reasonable expenses may be paid.

Location

St. Albans, Welwyn Garden City, Borehamwood

Travel Required

Corporation meetings mostly take place at either St Albans or Welwyn Garden City Campus

Time Commitment

Attendance at:

- The main Board meetings; usually one per term
- The Board's Strategy / Planning Days (usually 2 per annum)
- Attendance at Committee meetings
- Key annual events in the College's academic calendar; and
- Participation in other periodic, optional, development activities that may be necessary to undertake the role.