

GOVERNING BOARD MEMBER

ROLE AND RESPONSIBILITIES

General

1. To uphold the highest standards of corporate governance and to comply with the provisions of the Board's governance documents as they apply to the role of members of the Board
2. To work with other Board members to:
 - Ensure the effective and efficient use of resources, the solvency of the institution and Corporation and the safeguarding of their assets
 - Determine the educational character and mission of the institution and to oversee its activities
3. To provide strategic thinking on the future of the College and to be independently – minded
4. To act in the best interests of the Board and to support decisions of the Board once they have been reached on the basis of collective responsibility even though you may have spoken against a proposal during the debate at a meeting
5. To give due priority to attending at least 75% of the meetings of the Board and the appropriate Board committees
6. To be familiar with associated papers for meetings and with documentation from relevant bodies
7. To fulfil the responsibilities of a Governor as a charity trustee and ensure compliance with the regulatory framework, including the general principles of charity law
8. To act on occasions as a member of an interview panel for the appointment of senior staff and of other panels where appropriate.
9. To attend College events where possible, such as student presentation of awards, so as to gain an understanding and appreciation of the work of the College and to meet its students and staff
10. To be an ambassador for the College in promoting roles in education, training and economic regeneration
11. To participate in training which enhances contribution to the Board, subject to availability of resources and to keep informed of relevant developments within the sector
12. To understand that individual members of the Board have no specific power to make statements which may only be made on behalf of the Board by those expressly empowered to do so
13. To oversee the activities of the senior post holders and other senior managers

Personal Qualities

- A commitment to, and interest in, further education and lifelong learning
- A commitment to equality of opportunity
- A commitment to the proper governance of the College
- The ability to listen to, consider and respect the opinions of others and to accept the majority view of the Board “cabinet responsibility”
- The motivation to be able to work in a team with good communication and interpersonal skills and the ability to develop effective relationships with other Board members
- The ability to think strategically, independently and constructively and to solve problems creatively
- The ability to deal with personal and other information in a confidential manner
- Willingness to promote the College within the community
- Understanding of the distinction between the role of Governors (strategic) and the College management (operational)
- Availability of approximately 7 hours per month on average for College business (including attendance at meetings, preparation time to review papers and attendance at other events)*. This may include both evening and daytime commitments

* Governors are expected to serve on at least one of the Board's committees and to take part in appropriate training with regard to the role. The time commitment is greater for Governors who choose to serve on more than one committee.

All Governors are subject to the following:

- Confirmation that they are not disqualified from being a charity trustee under the automatic disqualification rules
- Completion of a Disclosure and Barring Service (DBS) check
- Confirmation of Right to Work in the UK
- Declaration of any interests that they may have which will be entered into a publicly available Register