

## ROLE DESCRIPTION

TITLE	:	<b>Governor (with business expertise)</b>
SALARY	:	Voluntary (non remunerated post)
RESPONSIBLE TO	:	Chair of Governors
NUMBER IN POST	:	19
DATE DESCRIPTION REVISED:		July 2008

### A **Main Purpose of the Governing Board**

As an incorporated body, the Governing Board is responsible for the service provided and the assets of the College. Specifically, it is responsible for the determination of the educational character and mission of the College and oversight of its activities

### B **Responsibilities of members of the Governing Board**

- 1) securing the effective and efficient use of resources, the solvency of the College and for safeguarding assets and approving annual estimates of income and expenditure
- 2) approving the College's quality strategy
- 3) monitoring the performance of the Principal, who shall be responsible for the day to day management of all aspects of the College
- 4) monitoring the performance of the Clerk to the Corporation, who shall ensure that the Corporation's proceedings are conducted in accordance with statutory provisions
- 5) the appointment, grading, suspension, dismissal and determination of the pay and conditions of service of the holders of senior posts and setting a framework for the pay and conditions of service of all other staff
- 6) fostering good relations between the College and the community it serves, ensuring that the College aims and objectives are understood.



## **LOCATION:**

Most meetings are held on the College's main site.

## **HOURS:**

The full Governing Body meets four times a year and the following committees meet at least three times a year:

- Human Resources
- Audit
- Finance
- Curriculum and Standards

Committee meetings are normally held on a Wednesday evening between 6pm to 8pm

## **Additional Information:**

The vacancy includes full membership of the Governing Board with membership of the Audit Committee. The opportunity to serve on other committees such as the Human Resources and Curriculum and Standards Committee could also be explored.

There is a Governor development programme, which includes an induction programme and regular briefings in College on aspects of College business. An annual 24 hour residential training event is held in January each year at a local hotel, and a Strategic Planning event is held in May, which focuses upon strategic and national issues.

Governors are also encouraged to attend external conferences/events.