

**Role Description for a Member of The Board of The Corporation**

|  |  |
| --- | --- |
| **Author:**  | **Corporation Secretary**  |
| **Consultation:** |  **Search Committee**  |
| **Approval:**  | **Board of the Corporation**  |
| **Version Date:** | **September 2022**  |
| **Approved Date:**  | **October 2022**  |
| **Next Review:**  | **September 2024**  |

#  Main Duties of a Member of the Board of the Corporation

Collectively, individual Governors contribute their professional and strategic skills to the Corporation in a non-executive role as follows:

* 1. The determination, periodic review and development of the educational character and mission of the institution and the oversight of its activities. This includes setting and communicating the Group’s Strategy and goals.
	2. Publishing the arrangements for obtaining the views of employees and its students on the determination of the education character and mission of the institution and the oversight of its activities
	3. Exercising effective control to ensure that funds and assets are protected, the effective and efficient use of resources, the solvency of the institution and that all legal obligations are met.
	4. The appointment, grading, suspension, dismissal, and determination of pay and conditions of the Group’s designated Senior Post Holders.
	5. Approving annual estimates of income and expenditure.
	6. Holding the Executive Leaders to account for the educational performance and quality of the Group and the performance of staff.
	7. Ensure the Board of the Corporation carries out its purpose for the public benefit.
	8. Comply with the Corporation’s Governance documents and the law.
	9. Act in the Corporations best interests.
	10. Provide oversight of the Corporation’s resources acting with reasonable care and skill.
	11. Ensure the Board of the Corporation is accountable and complies with reporting standards and requirements.
	12. Adhere to the Codes of Governance adopted by the Corporation including:
* Promoting high expectations and excellence for students and staff
* Ensuring Inspirational teaching and learning
* Creating a safe environment for students to learn and develop
* Meeting the needs of the community that the Group serves.
1. **Individual Duties**
	1. Participate in the Governor Links, Learning Walks and Key Business Thematic Tasks as appropriate.

* 1. Comply with the all the Groups Governance documentation including the Governors Code of Conduct and Standing Orders.
	2. Provide challenge to Senior Leaders of the Group acting as a critical friend.
	3. Serve on appropriate Corporation Committees as determined by the Board of the Corporation and/or other Working Groups as established by the Corporation for special projects or other purposes.
	4. Participate in the formulation and monitoring of the Group’s Three-Year Strategic Plan and Annual Operational Plan.
	5. Be involved in the appointment of the Group’s Senior Post Holders as appropriate.
	6. Attend appropriate governor induction training and development days as required.
	7. Attend external and internal events as a representative of the Board of the Corporation.
	8. Attend meetings on behalf of the Board of the Corporation with external funding and moderating agencies as appropriate.
	9. Ensure that personal interests are declared and recorded in the Governors’ Register of Interests and at every Board and Committee meeting.
	10. Ensure decisions are taken solely in terms of public interest and not in the interests of any individual or body.
	11. Participate in the Group’s Individual Governor Non-Executive Review Process.
	12. Preparatory work for meetings and events including extensive reading of a wide range of materials ensuring that enough time is set aside for the role.
	13. Undertake annual Safeguarding Training and acts within the remit of the Group’s Safeguarding (Child Protection and Vulnerable Adults) Policy.
	14. Any other duties as required that are commensurate with Member activities