

Northbourne Park School Governor: Role Requirements

The successful candidate will:

- have experience of working on or with a Board or management committee;
- have a curious and enquiring approach in order to provide appropriate challenge to current ways of working, thinking and delivery;
- have the ability to think and act strategically in assisting the School to set and deliver on its budget objectives, assessing and continually monitoring potential risks;
- be able to demonstrate integrity, high ethical standards and sound judgment;
- have good interpersonal, listening and communication skills and the ability to engage with other members of the Board of Governors (BG), Head Teacher, Bursar and employees;
- act in the best interest of the School at all time, pursuing, ensuring financial sustainability and delivery of the charitable objects
- maintain absolute confidentiality about all sensitive/confidential information received in the course of governors' responsibilities to the School, and ensuring compliance with the conflict of interest policy;
- an understanding of the legal and duties and responsibilities of a School Governor.

Meetings

- The Board of Governors meet 6 times a year and sub committees, including the Finance and General Purposes committee, meet approximately 3 times a year. All Governors are expected to attend these meetings whenever possible. A timely apology is expected in advance of any non-attendance
- Governors are expected to prepare for and contribute to meetings and complete any agreed follow-up work

Teamwork

- Contribute to the Board of Governors' operation as an effective team by establishing and maintaining good working relationships with other governors and with staff
- Recognise the power of the Board of Governors is vested in the group and that no governor has individual authority unless it is delegated by the Board

- Recognise the respective roles of the Board of Governors and the Head Teacher and staff (the BG is a strategic body, the operational management of the school is the responsibility of the Head Teacher)
- Recognise that governors are equal members of the BG and accept collective responsibility. Speak or act on behalf of the BG only when authorised to do so
- Accept a fair share of the BG's work, including through active committee membership

Knowledge of the school

- Arrange to visit the school when teaching and learning are taking place and attend school events and functions
- Know the school's strengths, its areas for development and improvement plans

Personal interests

- Put responsibilities as a governor before personal interests
- Ensure any business or pecuniary interests are declared as required and withdraw from meetings as appropriate

Other

- Maintain confidentiality
- Act at all times fairly and without prejudice
- Support the school in the community, exercising prudence and tact if contentious issues affecting the school arise outside the BG, and follow procedures agreed by the BG in making or responding to criticism or complaints

Personal development

- Undertake training and take advantage of opportunities to increase understanding and effectiveness as a governor
- Keep up to date with governance through reading and accessing information via AGBIS