GOVERNOR JOB DESCRIPTION

1. Introduction

The powers of the board of governors are specified in the Further and Higher Education Act 1992, Sections 18 and 19. In summary the Corporation (Board of Governors) is empowered to:

1.1 provide further and higher education
1.2 supply goods or services in connection with the provision of education
1.3 conduct an educational establishment
1.4 provide facilities considered necessary and to acquire and dispose of assets
1.5 enter into employment and other contracts and other arrangements in order to support its main powers.

2. Duties of a Governor

Collectively, individual governors contribute their professional and general skills and knowledge to the Corporation (through its committee and sub committee) in a non executive role to:

2.1 determine the educational character and mission of the college
2.2 oversee its activities
2.3 make effective and efficient use of the resources, and safeguarding their assets
2.4 ensure the financial health of the college and approve the annual estimate of income and expenditure
2.5 oversee the appointment, grading, suspension, dismissal and determination of pay and conditions of service of senior post holders
2.6 setting the framework for the pay and conditions of service of all other staff
2.7 comply with the college’s Code of Conduct, which includes the Nolan committee’s seven principles of public life
2.8 comply with the Corporation’s meeting standing orders in the conduct of Corporation business
2.9 serve on appropriate Corporation sub-committees, or other committees established, as required, by the Corporation for special projects or other purposes

2.10 assist in the formulation and monitoring of the College's strategic plan which will provide the essential framework for the internal management of the college

2.11 set measurable annual targets to support the college's business plan and budget

2.12 assist in the annual self-assessment review of governance

2.13 attend appropriate governor induction and training days as required.

3. General

3.1 Governors are required to be as flexible as possible in the conduct of their responsibilities and duties ensuring that the balance of “oversight” of the college and its business is seen as a positive contribution that does not interfere with the day to day operation and management of the college.

3.2 Governors are required to attend regularly the meetings of the Corporation, any sub-committee to which they are appointed and to attend such College events as appropriate.