



## Independent Governor

### About Bradford College

Bradford College is one of the biggest colleges in the country, teaching around 20,000 students offering a range of courses, apprenticeships and part-time training.

We have one simple vision: to transform the lives of those who study and work at the College. The College is able to do this because we have a very clear set of priorities and values that underpins everything we do.

Our six key strategic priorities are:

- To become a truly inclusive College
- To deliver a curriculum that meets the needs of students, employers and our community
- To deliver an outstanding student experience
- To be an employer of choice
- To maintain a sustainable College
- To grow the College's income through student recruitment

With almost 200 years of experience in delivering education to the diverse community of Bradford and surrounding areas, our values define the way we work:

- Respectful
- Inclusive
- Trustworthy
- Inspirational and Aspirational

Bradford is a wonderful multicultural city with so much to offer. The College takes great pride in working with, supporting, developing, and celebrating Bradford's diverse communities.

### About the role

The role of a Member of the Corporation Board (Governor) in setting the strategic direction of Bradford College and providing strategic leadership support is central to the success of the College. By becoming a Governor at Bradford College, you will be joining a high-performing board and successful college, who are on a journey to greater success and

financial stability. This is your opportunity to steer provision and opportunities that benefit the students, the local community and employers directly, now and in the future. Being a Governor at Bradford College is hugely rewarding and is an opportunity to make a real difference to the communities served by the college.

The Corporation is currently seeking to engage 4 additional Governors with experience in the following areas to strengthen the membership and also support succession planning:

- Audit and with a willingness to take on the role of Audit Committee Chair
- Teaching and learning and with a willingness to be a member of our Quality & Standards Committee

We are also looking for:

- A local employer with a willingness to be a member of our Quality & Standards Committee.
- A senior finance professional willing to be a member of our Finance & General Purposes Committee.

Previous Board experience is not a pre-requisite, however, a clear passion for education and providing greater opportunities to the local community are essential in driving your own interest in giving back your time and expertise.

#### **Further information**

The closing date for applications is 6 March 2023. Please contact the Assistant Clerk to the Corporation to find out more at: [a.booth2@bradfordcollege.ac.uk](mailto:a.booth2@bradfordcollege.ac.uk).

## **GOVERNOR ROLE DESCRIPTION**

Governors of a Further Education College take joint responsibility for its educational character – the kind of provision which it makes for the student groups and communities it serves – and for ensuring that it is well managed and solvent. Each governor brings to the Corporation a mix of knowledge, skills, and abilities that are unique, but complement those of other governors to provide a range of expertise that aims to give strategic direction to the senior management of the college in their operational roles.

### **1. APPOINTMENT**

The Corporation has published rules for the appointment (and re-appointment) of Governors and all appointments will be made using this process.

### **2. ACCOUNTABILITY**

Governors are accountable to the Chair of the Corporation and the wider Corporation.

### **3. PERSONAL QUALITIES**

1. Demonstrate a strong personal commitment to further education and college values aims and objectives.
2. Act fairly and impartially in the Corporations and Colleges' interests using independent judgement maintaining confidentiality as appropriate
3. Make yourself available to attend induction/training/events organised by the College and other bodies.
4. Commit to the overall time commitment required of a Governor, to effectively carry out the role.
5. Have a high degree of personal integrity.
6. Have the ability to be decisive with an ability to lead and guide others in decision making processes on getting things done and to challenge and engage others in debate.
7. Have the ability to recognise the distinction between governance and management and to act accordingly.
8. Have the ability to take a financial overview.

### **4. RESPONSIBILITIES:**

9. Take joint responsibility, with other members of the Corporation, for setting and monitoring the strategic framework within which the college operates.
10. Be actively involved in reviewing the role and function of the college in response to internal and external change.
11. Ensure that all resources, including financial, personnel, property, and other assets, are effectively deployed and managed.
12. Through regular quality reports ensure that the college is setting and achieving high-quality provision across all areas of delivery
13. Through receiving regular financial reports, ensure that the college is solvent and that finances are well managed. You will, as a Governor, be responsible for approving annual estimates of income and expenditure.
14. Work with other members of the Corporation to set frameworks for pay and conditions of service, with particular responsibility for establishing pay for senior post-holders.
15. Foster good relations between the college and its community and ensure that the college's aims and objectives are understood.

16. Participate in committees or working groups of the Corporation, in accordance with your own professional knowledge, skills, and abilities.
17. Be willing to serve across the full range of Committees at the request of the Chair subject to mutual agreement.
18. Be willing to undertake any additional Governors duties as may be required from time to time by mutual consent
19. Help to ensure that the college, in its procedures, policies, and actions, complies with the law.
20. Work with other Governors to ensure that the college has due regard to equal opportunities in its operations.

## **5. EXTERNAL ROLE**

1. Represent the Corporation and college at external meetings, presentations and conferences as requested by the Chair (this is not an exclusive role and can be extended to other members).
2. Play an agreed ambassadorial role on the College's behalf.

## **3. EXPENSES AND INSURANCE**

Whilst the post is unremunerated, Governors are able to claim travel and subsistence expenses in line with the expenses policy. Governors are advised that the College has Governors liability Insurance in place.

## **GOVERNOR PERSON SPECIFICATION**

### **1. PERSONAL ATTRIBUTES**

- An active interest in further education, higher education and the skills sector
- Strategic awareness, experience and understanding
- Commitment to quality and raising standards
- Commitment to promoting equality, diversity and inclusion across Bradford College
- Willingness to promote the College with stakeholders and within the local communities
- Ability to work constructively and as part of the non-executive team
- Strong critical reasoning skills
- Integrity
- The ability and commitment to fully participate in the role of the Corporation and individual duties set out in this profile

### **2. SKILLS & EXPERIENCE**

We are also looking for 4 Governors with experience in the following areas:

- Audit and with willingness to take on the role of Audit Committee Chair
- Teaching and learning and with willingness to be a member of our Quality & Standards Committee
- A local employer with willingness to be a member of our Quality & Standards Committee
- A senior finance professional willing to be a member of our Finance & General Purposes Committee

### **3. ELIGIBILITY**

A person is not eligible to be a Corporation Member when/if:

- They have been adjudged bankrupt
- They are subject to a bankruptcy restriction order, an interim bankruptcy restriction order, or a bankruptcy restriction undertaking
- They have made a composition or arrangement with creditors, including an individual voluntary arrangement
- They have been convicted of an offence in the previous 5 years and received a sentence of imprisonment, whether suspended or not, for a period of three months or more, without the option of a fine
- They have been convicted of an offence in the previous 20 years and received a sentence of imprisonment, whether suspended or not for a period of more than two and a half years