

## Prior Pursglove College and Stockton Sixth Form College



**Title:** Governors Role and Responsibilities

The Board, led by the Chair, provides checks and balances on the operational executive team led by the Principal

**Role:**

The role of governor is to oversee the way the college carries out its work ensuring compliance with legislative requirements and to provide strategic direction. They do not manage the college or get involved in its day-to-day operations, which are the responsibility of the Principal. The Corporation set the policies and framework within which the Management runs the College and monitor, review and challenge the College outcomes by assessing and acting on reports from the Senior Management Team, auditors and inspectors.

Governors would be expected to attend at least eight meetings of the full Corporation during the academic year, plus a strategic planning event and may also be invited to become a member on one of the Corporation's two committees. Governors become involved with college life through visits to college, at celebration events, parents evenings, student performances, curriculum visits, within link governor roles and engagement events with student, staff and stakeholders.

**The work of a governor involves:**

- Attending meetings of the Corporation and its committees. Governors should aim to attend all meetings of the Corporation and committees to which they have been appointed, however in the event that they are unable to attend apologies should be notified to the Clerk;
- Preparing for each meeting by reading the agenda papers, which are distributed at least one week in advance;
- Participating in a range of College activities, including communications with staff and students, as well as College productions, exhibitions and events;
- Participating in a programme of induction and training;
- Undertaking robust self-assessment annually as part of the College's preparation for inspection.
- Governing the management of the College.

The Corporation is responsible for the overall functioning of the College. It is accountable for the quality of the service to its students and their welfare, the financial health of the College and proper use of public funds and for sound management.

**The Corporation's specific duties are:**

- To determine the educational character and mission of the College, including targets for student retention and achievement;
- To ensure that there are effective processes in place to give the Corporation assurance that the College is being properly managed to fulfil its Mission.
- To manage resources effectively to ensure the solvency of the College and the safeguarding of its assets.
- To approve annual estimates of income and expenditure.
- To determine the employment arrangements and remuneration of senior postholders and the Clerk to the Corporation
- To set a framework for the pay and conditions of service of all other staff.

**Personal Competencies Required by Governors:**

- An interest in further and higher education
- Commitment to promoting equality and diversity
- Commitment to quality and raising standards
- Willingness to promote the College within the community it serves
- Ability to work positively with others and to contribute as a member of a team
- Communication skills and the ability to influence
- Critical listening skills
- Ability to ask probing questions
- Integrity to act without self-interest
- Ability to share and work to common values