

Trustee role description (Voluntary Role)

Purpose of the role

The Board of Trustees set the strategic direction of the College and monitors the College's performance to ensure that it is achieving its mission, aims and objectives. Day to day responsibility for the management of the College rests with the Principal.

The Board of Trustees is accountable for its stewardship of public funds and for the performance of its legal and statutory duties. Specifically:

- Determination of educational character, mission and ethos
- Articulation of vision, values and strategic direction
- Approving the quality strategy of the institution
- Oversight and monitoring of college activities
- Effective and efficient use of resources
- Financial probity
- Safeguarding assets
- Approving annual estimates of income and expenditure and a financial plan
- Appointment, terms and dismissal of the Principal, designated senior post holders and the clerk
- Setting framework for pay and conditions of service of all other staff
- Agreeing retention and achievement targets, key performance indicators, monitoring academic achievement and raising standards

Key accountabilities to:

- The College's students for high quality of experience and outcomes
- College staff as their legal employer
- The government, ESFA and public for the use of public funds
- The local community

Eligibility:

- A Trustee vacancy is open to any individual, unless otherwise disqualified as a company director or a charity trustee, or through certain unspent criminal convictions. (A full list of disqualifications is set out in articles 68-80 of the College's Articles of Association. Please ask the Clerk if you have any questions about eligibility)
- Trustees are required to make a publicly available annual declaration of eligibility and of interests

Expectations:

All Trustees are expected to participate fully in the work of the Board, attending the four Board meetings across the academic year. Trustees are expected to sit on at least one committee in addition, and these meet termly. All meetings are on a Monday evening.

Trustees are also expected to undertake any necessary training and development and will be required to complete a Disclosure and Barring Service check.

Trustees must demonstrate:

- Commitment to public service and improving outcomes for young people.
- Commitment to promoting equality and diversity, to quality and to raising standards
- Ability to work positively with others and to contribute as a member of a team
- Ability to see the bigger strategic picture and to step back from detailed operational matters
- Ability to act honestly, diligently and in good faith without self-interest
- Ability to work within a framework of collective decision-making in the best interests of the College
- Willingness to abide by the Nolan principles of public life

Prior experience of management in the education sector is not required. We would be particularly interested in receiving applications from individuals with experience of property development/management, finance or education.

We provide an induction programme and training.

Trustees receive no payment for their services but expenses incurred may be reimbursed.

Godalming College is committed to promoting equality, diversity and inclusion and we would particularly welcome interest from women and/or members of the black, Asian and minority ethnic communities (BAME).