**Appendix 4**



**Governor’s Role Description**

1. **Appointment**

The Corporation shall appoint Independent Governors at the recommendation of the Search and Governance Committee in accordance with the provisions of the Instruments of Government (paragraph 5). Governors shall be responsible to the Chair of Corporation.

1. **Main purpose of Governors**

To contribute to the academic direction, strategic planning and mission of the college, supporting the decisions of the Corporation and its committees once they have been reached, on the basis of collective responsibility.

1. **Main duties and responsibilities**
2. comply with the provisions of the following documents as they apply to the role of members of the Corporation:
	* 1. Instruments and Articles of Government
		2. Corporation’s Terms of Reference, Governors’ Rules and Standing Orders
		3. Code of Conduct
		4. Financial Memorandum
		5. Audit Code of Practice
		6. The Nolan Committee’s seven principles of public life
		7. College financial regulations and financial procedures;
3. as part of shared corporate responsibility, contribute to ensuring that:
* the educational character and mission of the College reflect the needs of the community which is served by the College, and are within Government policies;
* public funds are used in accordance with the requirements of the funding bodies and to the maximum benefit of the community;
* appropriate staffing arrangements are in place, particularly regarding the appointment of holders of senior posts and the framework for pay and conditions for all staff.
1. act in the best interests of the Corporation and Hereford College of Arts;
2. support decisions of the Corporation and its committees once they have been reached on the basis of collective responsibility;
3. understand that individual members have no specific powers, e.g. statements may only be made on behalf of the Corporation by those authorised to do so.
4. **General and College responsibilities**
5. attend and contribute to Board meetings and relevant Committees, (normally being a member of at least one Committee), and attend College events;
6. participate in training and Board development activities to develop knowledge and skills, and to read educational material from a variety of sources;
7. promote the effective implementation of College’s policies.
8. **Governor’s Person Specification**

**Essential**

1. demonstrate a strong personal commitment to Further and Higher Education and the college’s ethos;
2. capacity to think strategically;
3. strong interpersonal skills to develop a positive and professional relationship with Governors, management, staff and students;
4. personal integrity, tact and diplomacy;
5. ability to challenge constructively;
6. ability to work effectively as a member of a team;
7. committed to equal opportunities.

**Desirable**

1. experience of working in a committee;
2. familiarity with the requirements of good governance and role of Governors/ Trustees;
3. experience as a Governor in an educational institution;
4. experience in a senior role in the public or private sector;
5. an ability to take a financial overview;
6. good understanding of the context for contemporary arts practice;
7. an understanding of the role of specialist arts colleges.

Governors are not remunerated, but he/she may reclaim all travel and similar expenses incurred in the course of institutional business, via the Clerk. Directors’ liability insurance is in place.