

Role Description

Governor



Maltby Learning Trust values the experience and skills of its Governors. It recognises the contribution that Governors make to the success of the Trust and wants its Governors to feel that the job they do is rewarding and satisfying.

Duties of a Governor

The role of the Governor is a non-executive one, and Governors are required to be as flexible as possible in the performance of their responsibilities and duties, ensuring that their oversight of the Trust/Academy does not interfere with the day-to-day management, which is the responsibility of the Executive Leadership Group.

The primary responsibilities of Governors are to:

- Play an active role in the high-level strategic planning process of the Trust/Academy by contributing to the:
 - Development of the mission, vision and educational character.
 - Development of strategic priorities.
 - Setting of measurable targets to support the development and budget.
 - Monitoring of achievement against objectives.
 - Development of plans to address weaknesses.
- Comply with the Articles of Association, Financial Handbook, Governors' Code of Conduct and any other related governance policies and procedures.
- Contribute to the business of the Governing Body in an effective, efficient, open and transparent manner.
- Attend Governing Body meetings, governor training and induction events as required.
- Get to know the Trust/Academy through discussions with the Executive Leadership Group, Chair of Trust/Governing Body and staff, reading relevant papers, visiting the Academies and participating in events.
- Help new Governors understand their role.
- Act in the best interests of the Trust at all times.

Governors have a collective responsibility for the above, but no Governor has the authority to speak or act on the Governing Body's behalf unless specifically delegated to do so.

Governors must be free at all times to speak and act in what they believe to be the best interest of the Trust. They cannot be mandated by any group to express its views.

In seeking to fill any vacancy, the Governing Body endeavours to maintain a balance of skills and experience amongst its membership. The following general person specification outlines the skills that are required. Certain categories of Governors, e.g. a business member, may require additional skills.

| Key Skills | |
|--|---|
| Commitment to education | <ul style="list-style-type: none"> • Able to demonstrate a commitment to lifelong learning and the role Maltby Learning Trust play in improving the nation's skill base. |
| Interpersonal skills and the ability to work as part of a team | <ul style="list-style-type: none"> • Able to work positively with others and debate whilst maintaining a constructive atmosphere. |
| Communication skills and the ability to influence | <ul style="list-style-type: none"> • Able to express ideas/plans in a clear manner and to listen actively to other views. Able to communicate effectively. |
| Planning and Organisational skills | <ul style="list-style-type: none"> • Able to quickly establish an effective course of action for self and others to achieve goals that can be monitored by realistic performance targets. To be visionary for the future plans of the Trust. |
| Determination and Drive | <ul style="list-style-type: none"> • Able to create the required energy/enthusiasm and commitment necessary to be effective. To have the tenacity to overcome obstacles. |
| Strategic Perspective | <ul style="list-style-type: none"> • Able to develop a broad-based view of issues and events and to perceive their long-term impact. |
| Intellectual and technical ability | <ul style="list-style-type: none"> • Able to absorb sometimes complex information and to rationalise appropriately. Able to think laterally and arrive at a pragmatic solution. |
| Leadership | <ul style="list-style-type: none"> • Able to demonstrate behaviour and skills that motivate others to achieve - to inspire confidence in others to achieve. • To respect the views of others. |
| Experience | <ul style="list-style-type: none"> • Expertise in a field which is of relevance to the oversight of the affairs of the Trust. (Some vacancies may require specific qualifications or a particular skill or experience.) • Ability to demonstrate a full understanding and appreciation of the principles of governance, including collective responsibility, discharge of fiduciary duties and the seven principles of public life (see below). |
| Circumstances | <ul style="list-style-type: none"> • Available to attend scheduled meetings of the Governing Body and its Committees. |
| Equal Opportunities/Investors in People | <ul style="list-style-type: none"> • Commitment to equal opportunities and to the Investors in People standard. |
| Other Considerations | <ul style="list-style-type: none"> • A Disclosure and Barring Service (DBS) check at Enhanced Level is required. |

SEVEN PRINCIPLES OF PUBLIC LIFE

(Originally published by the Nolan Committee: The Committee on Standards in Public Life was established by the then Prime Minister in October 1994, under the Chairmanship of Lord Nolan, to consider standards of conduct in various areas of public life, and to make recommendations).

Selflessness

Holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

Integrity

Holders of public office must avoid placing themselves under any obligation to people or organisations that might try inappropriately to influence them in their work. They should not act or take decisions in order to gain financial or other material benefits for themselves, their family, or their friends. They must declare and resolve any interests or relationships.

Objectivity

Holders of public office must act and take decisions impartially, fairly and on merit, using the best evidence and without discrimination or bias.

Accountability

Holders of public office are accountable to the public for their decisions and actions and must submit themselves to the scrutiny necessary to ensure this.

Openness

Holders of public office should act and take decisions in an open and transparent manner. Information should not be withheld from the public unless there are clear and lawful reasons for so doing.

Honesty

Holders of public office should be truthful.

Leadership

Holders of public office should exhibit these principles in their own behaviour. They should actively promote and robustly support the principles and be willing to challenge poor behaviour wherever it occurs.

THE NEXT STEP

If you wish to express an interest in becoming a Governor within one of our Academies, please complete the online expression form.

If you wish for further information or clarification, please contact the Leader of Governance on 01709 288090 or via e-mail at: rbarratt@maltbylearningtrust.com