

The Henley College
Sixth Form College Corporation
Board Member Profile

Thank you for expressing an interest in becoming a Governor.

Being a member of the Corporation Board provides a valuable insight into how the College is managed and the opportunity to be involved in making key decisions about the College's future direction.

This profile sets out the Corporation's main responsibilities and the expectations of its members.

All further education institutions have a Corporation, which usually consists of between 12 and 20 governors. Members are appointed from among nominees of the business community, staff, students, parents and the local community.

RESPONSIBILITIES AND EXPECTATIONS

Statutory regulations govern the role and responsibilities of Corporations. In broad terms these are:

- The determination of the educational character and mission of the College and for the oversight of its activities;
- The effective and efficient use of resources, the solvency of the College and the Corporation and for safeguarding their assets;
- Approving annual estimates of income and expenditure;
- The appointment and conditions of all senior post holders and the Clerk; and
- Setting a framework for the pay and conditions of service of all other staff.

Members are expected to act in the best interest of the College at all times and to:

- Take collective responsibility for all decisions of the Corporation and its committees;
- Support the College's mission statement;
- Attend at least 75% (Corporation target) of all meetings;
- Be a member of one of the Corporation's committees (Governance & Search, Quality & Standards, Finance & Resources or Audit);
- Hold a link member portfolio;
- Support the College outside of meetings by attending events where possible;
- Attend training events, which will enhance contributions to the Corporation; and
- Recognise that individual members have no specific powers and should not take on any responsibilities outside of meetings unless they are authorised by the Corporation to do so.

Selection criteria for independent members (non-prescriptive)

Candidates are normally sought on the basis of the skills gaps identified following the annual skills audit of the Corporation (*skills gaps from last audit are*):

- Estate management related professions (*Architect, Quantity Surveyor, construction, repair and maintenance etc.*);
- Finance professionals;



- Human Resource professionals; *and*
- Information Technology professionals.

Candidates must:

- Have an interest in further education and the development of young people;
- Have a commitment to inclusive education and equal opportunities; and
- Be able to regularly attend meetings of the Corporation and the appropriate committee.

SUPPORT AND TRAINING

The Corporation is supported by the Clerk and the College's senior management team. Regular training events are organised and all new members will receive an induction session.

FURTHER INFORMATION

For further information about the College, please visit the website at:
<http://www.henleycol.ac.uk>

Or if you have any queries about members' roles and responsibilities, please email Jacky Gearey, the Clerk to the Corporation, at jgea@henleycol.ac.uk