



INDEPENDENT GOVERNOR APPLICANT PACK

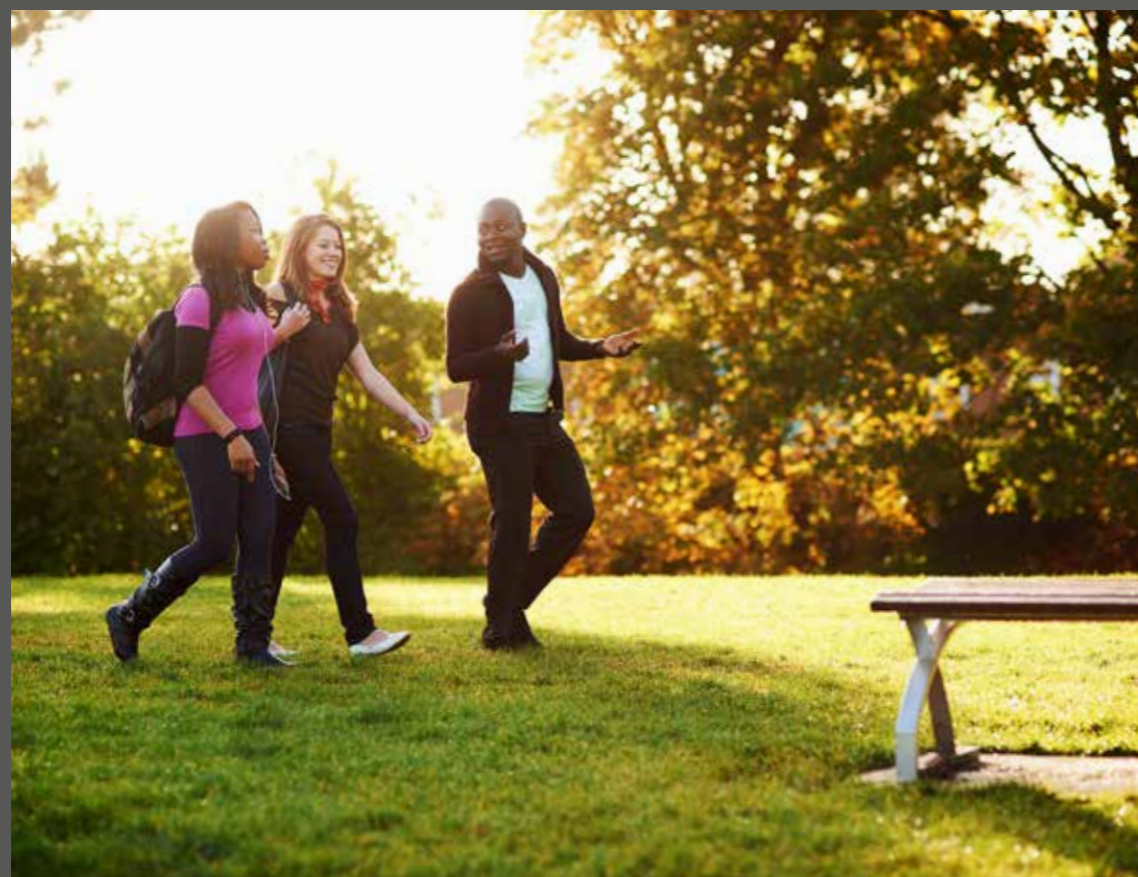
INVITATION TO BECOME A GOVERNOR

We are seeking to appoint exceptional people who share the University's values and goals, to help lead the University to meet fresh challenges, record new achievements and make a still greater contribution to society.

We are seeking to appoint Board members from diverse backgrounds with an interest and insight into the issues facing higher education. Governors bring a thoughtful and mature contribution to Board meetings, and are principled yet innovative.

As a member of the Board you will play a key role in driving the University forward and in shaping its strategic direction and mission and ensuring it is governed and managed effectively. Members bring to the Board, and the University, expertise and perspectives from a range of other sectors and disciplines which enables the University to develop in new areas and grow its contribution to society not just locally, but nationally and internationally.

The University is committed to equality and diversity and welcomes applications from all sections of the community, particularly from under-represented groups, which includes women, disabled people and people from minority ethnic groups. We are currently particularly keen to recruit new independent governors with significant experience in finance, accounting or auditing and in healthcare.



THE UNIVERSITY OF WORCESTER

Founded in 1946, just after World War II, the University of Worcester's original mission was to educate teachers to 'win the peace through education'.

Seven decades later, the University remains committed to that founding mandate and has since gone on to gain a reputation as the fairest and most inclusive university in the UK.

Worcester is a thriving university for the 21st Century. It is home to Europe's first integrated university and public library and Britain's first inclusive indoor sports hall purpose-designed to include the wheelchair athlete.

The University is number one in the UK, and 26th globally, for Quality Education, and number one in the UK, and joint 4th globally, for Gender Equality according to the globally respected Times Higher Education (April 2019). And in the first ever national gender pay reporting, Worcester was revealed as the best of all universities in the UK, with the smallest average pay gap of any university, with women represented equally across the Institution from the lowest grades to the top; this year, Worcester's figures are even better still. In the recent Guardian University Awards (April 2019) the University was named the winner of the Internationalisation category and shortlisted in the Widening Access and Outreach category. The University is in the top 10 of universities, which best reflect society, according to analysis by the independent think tank, the Higher Education Policy Institute (HEPI).

As a close-knit and high-achieving community, we concentrate on working together to create an environment in which people thrive, placing great importance on combining enduring human values with professionalism.

It is no coincidence, therefore, that Worcester now has one of the best records of sustained graduate employment in the Country, being ranked in the top 10 for 'Sustained employment with or without further study' in the Government-published Longitudinal Educational Outcomes (LEO) data one, two and three years after graduation.

We have a national reputation as a very friendly community, where both staff and students feel genuinely valued and empowered to make a meaningful contribution.

Over the past decade, the number of students choosing to shape their future at the University of Worcester has more than tripled. We are now a community of over 10,000 students and 1,000 staff members, drawn from over 60 countries and a wide variety of disciplines, including nursing and health, teacher training and education, biological science, business, arts, humanities, psychology, law, sports science, management and more.

By the early 2020s, the University will further its excellent work in educating professionals to work in human health and wellbeing with the creation of the Three Counties Medical School to serve the people of Gloucestershire, Herefordshire and Worcestershire. There are also plans in place to create the world's first inclusive indoor cricket centre, which will help Worcestershire to become the national home of disability cricket, as well as a facility for the region's children and cricketers.

The University of Worcester has demonstrated the contribution a university can make to society through the accessibility of its facilities, which are public by design, its cultural resources, raising the aspirations of children and young people and impacting on wider issues related to health, citizenship and community cohesion.

Research at the University is flourishing. In 2014, the results of the national Research Excellence Framework made the University of Worcester the country's most improved university for Research Power. Research revenues have grown significantly and outstanding new colleagues have joined the University, creating an enviably positive and productive environment.

One of the distinctive features of the University is that we strive to work in purposeful partnerships with many businesses, our local authorities, health trusts, schools, further education and sixth-form colleges, housing associations and other partners for the University locally, nationally and internationally. Working in partnerships on a principled, sustained basis enables us to achieve much more together.



THE BOARD OF GOVERNORS

Members of the University's Board of Governors attend meetings of the Board and its Committee and are actively engaged with issues, nationally and internationally, that relate to higher education and the wider political environment.

A key element of an independent governor's responsibilities is to act as an ambassador for the University through attending key University events such as graduation ceremonies and other public events and through presenting the University's interests in the independent member's respective professional and voluntary spheres.

The Board of Governors meets five times per year during the day and independent governors are expected to join one of the three main Committees of the Board: Finance & Development, Audit and Human Resources which meet in the evening between three and five times a year.



The role of the independent governor is similar to that of non-executive directors of companies.

Successful applicants will be appointed for a four year term in the first instance which could be extended up to a maximum total of nine years. A full induction will be provided to successful candidates.

PRIMARY RESPONSIBILITIES OF THE BOARD OF GOVERNORS

The primary responsibilities of the Board of Governors are set out at Bye Law 2 - <https://www.worc.ac.uk/documents/Byelaws-Board-Approved-April-2019.pdf>

APPLICATIONS FOR INDEPENDENT GOVERNOR

Applications are invited from individuals who can contribute to the work of the University of Worcester's Board of Governors as independent members.

Responsibilities and Expectations of Independent Governors

1. You will be expected to attend and contribute to meetings of the Board. This will include reviewing papers, reports and proposals; contributing to collective decision making on key strategic and policy matters; monitoring progress in relation to the delivery of the University strategy and financial plans. We understand that new governors may be unfamiliar with some of the Board's work and we provide support and guidance through the Chair, Vice Chairs and Clerk to the Board.
2. You will be invited to join, and contribute to, at least one of the Board's Committees: Finance & Development Committee, Audit Committee and HR Committee.
3. Through engagement at Board and Committee meetings you will contribute to ensuring that the University's financial and other resources are used prudently and effectively and that the University complies with relevant statutory and regulatory requirements
4. Through engagement at Board and Committee meetings you will contribute to the development and monitoring of the delivery of the University's Strategic Plan and ensure that the reputation and assets of the University are safeguarded.
5. Governors act as an ambassador for the University, promoting its work and enacting its values and mission. You will be encouraged to attend a wide range of University events, including award ceremonies, and to become involved in the University community.
6. You will be invited to attend induction, training and development events as needed to carry out the role effectively. Governors are encouraged to take advantage of these opportunities to assist them in developing their understanding of the University and the broader higher education sector.

7. Members of the Governing Body are expected to comply with UK standards in relation to corporate and higher education governance including the national Committee of University Chair's Code of Governance, and policies and procedures as agreed by the University's Board of Governors
8. Members of the Governing Body are expected to observe the 'Nolan Principles' of conduct in public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

TIME COMMITMENT

There are five scheduled Board meetings a year, which are held during the day from 10am – 3pm; the meetings are split between business items and strategic discussion. Committee meetings are held in the evening commencing at 5pm and are held between three and five times a year depending on the Committee. In addition, a small number of briefings or training events may be scheduled during the year. It is estimated that the time commitment is 5-8 days a year plus reading and travel time. Board members are also encouraged to attend University events including award ceremonies.

REMUNERATION

The post is not remunerated but the University will pay reasonable expenses including travel costs.

PERSON SPECIFICATION

Enthusiasm and interest in the University and the wider higher education sector

a. We are seeking individuals who are enthusiastic and supportive of the mission and vision of the University and the impact of higher education locally, nationally and internationally.

b. Potential governors should have, or demonstrate a willingness to have, a familiarity with the debates and sector trends in higher education and the political and regulatory sphere in which the University operates.

c. Individuals should be able to demonstrate, or have a willingness to have, an understanding of the needs of students, staff, the University's partners and stakeholders.

We will be interested in hearing your views on our University and why you are interested in becoming involved in the higher education sector.

Collaborative working and communication

We are looking for individuals:

a. Who are able to balance making succinct and meaningful contributions alongside the ability to listen to others.

b. Who are able to work with others, both members of the Board of Governors and the University Executive, to build consensus.

c. Who are able to manage and develop relationships with stakeholders and represent the University in an ambassadorial capacity.

We will be interested in any examples you may wish to share which demonstrate situations where you have been required to work with others who have different perspectives from your own and to build consensus.

Leadership and Governance

We are looking for individuals:

a. Who can demonstrate having made a significant contribution to the development of an organisation they have been involved with either professionally or on a volunteer basis.

b. Who are able to critically assess strategic objectives and risks, opportunities and challenges, and to identify appropriate responses and solutions.

c. Who are able to demonstrate an understanding of the difference between the roles and responsibilities of the Board of Governors and the Senior Management Team.

We will be interested in any examples you may wish to share which demonstrate experience in leadership and governance either professional or in a voluntary capacity.

Understanding and demonstrating a proactive approach to promoting diversity

We are looking for individuals:

a. Who can recognise and actively encourage inclusivity at all levels.

b. Who are familiar with the challenges faced by those with protected characteristics in accessing opportunities.

c. Who are able to demonstrate involvement in and commitment to diversity initiatives.

We will be interested in any example you may wish to share of practical initiatives you have been involved in to promote diversity in previous contexts – professional, volunteering or personal capacity.

FIT AND PROPER PERSON DECLARATION

All members of the University's Board of Governors are required to complete an annual Fit and Proper Person Declaration confirming that:

1. I am not disqualified from acting as a Company Director, or from acting as a Charity Trustee, as set out in the Company Directors Disqualification Act 1986 or the Charities Act 2011.
2. I have not been convicted or charged (but not yet tried) with any criminal offence anywhere in the world.
3. I am not the subject of any adverse finding in civil proceedings, where relevant, including but not limited to bankruptcy or equivalent proceedings (in the last three years).
4. I am not the subject of a County Court judgement.
5. I am not the subject of any adverse findings in any disciplinary proceedings by any regulatory authorities or professional bodies.
6. I have not been prosecuted for a breach of any statute relating to health and safety or served a Prohibition Notice under the Health & Safety at Work Act.
7. I am not and have not been involved in any abuse of any tax system or subject to a recovery action by Customs and Excise or the Inland Revenue.
8. I am not involved with any entity that has been refused registration to carry out a trade or has had that registration terminated.

9. I am not and have not been involved in a business that has gone into insolvency, liquidation or administration while I have been connected with that organisation or within one year of that connection.
10. I have not been dismissed from a position of trust or similar.
11. I have not been involved with a higher education provider that has had its registration refused or revoked by the OfS or has had similar action taken against it by another regulator (this includes, but is not limited to, serving on a board/governing body, having voting rights, being a significant shareholder/owner, serving in a senior position, or similar).

APPOINTMENT PROCESS

You are invited to submit expressions of interest in the form of a letter of application and c.v. to be submitted to Helen Johnstone, Head of Governance and Regulatory Affairs email: h.johnstone@worc.ac.uk

This is followed by an invitation to visit the University for a tour of the campus and a discussion about the role of governor and your application.

Final consideration of applications is made by the Nominations Committee with a recommendation to the Board of Governors.





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