



<b>Eligibility criteria</b>	Aged 18 years or over and <b>not</b> otherwise disqualified from office (see Governor Legal Declaration Form)
<b>Qualifications</b>	Good basic education to GCSE level in literacy and numeracy, or the equivalent
<b>Personal characteristics</b>	<ul style="list-style-type: none"> <li>• Good communication skills, including being able to discuss sensitive issues tactfully</li> <li>• Maintain confidentiality at all times</li> </ul>
<b>Essential skills</b>	<ul style="list-style-type: none"> <li>• Commitment to improving education for all pupils</li> <li>• Ability to work in a professional manner as part of a team and take collective responsibility for decisions</li> <li>• Commitment to the school's vision and ethos</li> <li>• Willingness to learn</li> <li>• Basic IT skills (i.e. word processing and email)</li> </ul>
<b>Desirable skills</b>	<p>When making its decision on who to appoint, the Governing Body may give priority to people with any of the following skills:</p> <ul style="list-style-type: none"> <li>• Finance</li> <li>• Premises management</li> <li>• Safeguarding</li> <li>• Education</li> <li>• Data analysis</li> <li>• Human Resources</li> <li>• Health &amp; Safety</li> <li>• Risk assessment</li> <li>• Governance</li> <li>• Legal</li> <li>• Fundraising</li> </ul>
<b>Time commitment</b>	<p>The role of Governor is an important one for the school and individuals should ensure that they have adequate time to discharge their duties effectively:</p> <ul style="list-style-type: none"> <li>• 4 year term of office</li> <li>• Full Governing Body meetings (up to 6 per year – usually on Wednesdays at 6.30pm)</li> <li>• Membership of one committee (up to 6 per year – usually on Wednesdays at 8.00am)</li> <li>• Link Governor role (up to 3 meetings with relevant member of staff per year – at a time of mutual convenience)</li> <li>• Attendance at one Governor Day per year – choice of three dates</li> <li>• Continuing professional development to develop skills as a Governor</li> </ul>