

THE ROLE - BOARD MEMBERS – VOLUNTARY

The Role

Chair
Introduction

About Glasgow
Clyde College

The College
Sector

The role of the
College Board

The role of a
Board member

Person
Specification

[Strategic Plan](#)

[People Report](#)

Glasgow Clyde College is looking to recruit two new members to join our Board during this exciting and challenging time. For one of the roles, we are particularly interested in hearing from someone with current financial experience who is willing to Chair our Finance and Resources Committee. We would love to hear from you if you have a passion for education, some experience of strategic leadership and an understanding of good governance.

Glasgow Clyde College is one of the largest Further Education providers in Scotland with over 500 full-time and part-time courses to choose from and is a multi-site college with campuses in Anniesland, Cardonald and Langside. We have an excellent reputation for teaching quality and our vision is to contribute to the prosperity and wellbeing of Scotland through exceptional achievement.

Joining our Board is an enriching experience and will enhance your leadership skills. Even if you have not had prior experience on a Board we are interested in hearing from you and are happy to have an informal chat about the role.

The Board meets 5 times per year, and in addition, you will be expected to join a Committee which meets 3-4 times per year. Meetings are normally held in the early evening (usually Wednesdays) with a mixture of on-campus and virtual meetings. Board members serve on a voluntary basis and reasonable out-of-pocket expenses will be reimbursed.

To apply for either role, please submit a CV and short supporting statement setting out why you are interested in the role and the key qualities and experience you would bring to the Board, to chossack@glasgowclyde.ac.uk

Glasgow Clyde College strives to be an inclusive recruiter, and values working with people who are representative of the College's diverse community. The College particularly welcomes applications from candidates from a diverse range of ethnic backgrounds and physical capabilities.

If you have questions about this position, please contact Catherine Hossack at chossack@glasgowclyde.ac.uk or call 0141 272 0673.

Alternatively, further information can be obtained from Human Resources, hr@glasgowclyde.ac.uk

If invited for interview and you have a disability which requires adjustments to be made (physical access and/or sign language interpretation etc.), we will be happy to provide support as required. Please view our [Job Applicant Privacy Notice](#).

Closing date: Friday, 12th April 2024

2

The Role

Chair
Introduction

About Glasgow
Clyde College

The College
Sector

The role of the
College Board

The role of a
Board member

Person
Specification

Strategic Plan

People Report

Chair Introduction

Thank you for your interest in the Board of Management at Glasgow Clyde College. I have been a member of the Board now for eight years. If you value the work of colleges and have some relevant skills and experience to bring to the Board, you will find this is a rewarding role. Things I have valued in my time at Glasgow Clyde have been:

- making a contribution as a member of a college team that enriches the communities it serves, and helps change the lives of the 17,000 students who study here each year;
- helping decide on the College's priorities, and challenging managers and staff constantly to improve the service we offer our students;
- using my work experience to contribute to discussions at Board committees on how to provide training effectively and how best to use the college's resources;
- networking with, and learning from, fellow Board members, who are students, college staff, and external members from a range of backgrounds;
- seeing the work of the college's governors and staff translate into good results: better learning outcomes for students and high levels of student achievement and satisfaction.

I hope that once you have read the recruitment material you will feel you would like to apply. If it would be helpful to talk about the role, I would be delighted to speak with you. I can be contacted on dnewall@glasgowclyde.ac.uk.

Best wishes

David Newall

Chair, Board of Management



The Role

Chair
Introduction

About Glasgow
Clyde College

The College
Sector

The role of the
College Board

The role of a
Board member

Person
Specification

Strategic Plan

People Report

About Glasgow Clyde College

About Us

Glasgow Clyde College offers a wide variety of qualifications and courses at both higher education (HE) level and further education (FE). Glasgow Clyde College is the largest provider of FE in Glasgow. Our portfolio has over 1000 Modern Apprenticeships and our partnerships across industry continue to develop. Through partnership with universities, we also enable many students to continue to degree courses.

The curriculum we offer is diverse and responds to needs and demand, including developments within industry and the environment and economic activity of Scotland as a whole. Recent years have seen substantial growth in new technology used across our campuses which enhances the learning environment.

We have strong links with business and industry partners and much of our offering enhances employability by meeting employers' needs in a fast-evolving world. We cater for young students who join us from school as well as working age, and older students either studying as part of their existing occupation or learning new skills.

Glasgow Clyde College has three faculties:

The Faculty of Arts and Continuing Learning offers access routes into learning and employment. This faculty offers day, evening and community-based courses to meet the needs of our diverse communities. This faculty includes ESOL (English for Speakers of Other Languages), Dance, and Performing Arts, Adult Literacy and Numeracy, Return to Study courses, the Princes Trust Team programme and Employability as well as courses for Learners with Additional Support Needs.

The Faculty of Future Design and Technology has strong partnerships with key employers in the public and private sectors. We respond to industry needs and have a wide range of courses which include Engineering, Electronics, Energy, Plumbing, Construction, Fashion Design, Fashion Manufacturing, Music, Graphic Design, and Computing. We are Scotland's only provider of water courses delivering on behalf of Scottish Water.

The Faculty of Health Wellbeing and Business also offers an extensive range of courses. These include Social Care, Early Years, Hairdressing, Finance Administration, Television Production and Media, Information Technology and Beauty and Complementary Therapies. This Faculty manages several school / college partnerships delivering to over 1000 school pupils across the academic year.

The Role

Chair
Introduction

About Glasgow
Clyde College

The College
Sector

The role of the
College Board

The role of a
Board member

Person
Specification

Strategic Plan

People Report

The College Sector

Colleges in Glasgow

In recent years there have been significant changes in the college sector across Scotland. In Glasgow, the three colleges (Glasgow Clyde, Glasgow Kelvin and City of Glasgow) were all formed from mergers of the previous nine colleges which served Glasgow communities. These three Colleges now form the Glasgow region Colleges.

In 2014, the Glasgow Colleges' Regional Board (GCRB) was established and each of the three colleges was assigned to the Regional Board. GCRB is responsible for:

- Ensuring that college provision across the Glasgow region is coherent and aligned to regional strategy, reflecting the needs of the regional economy and communities
- The allocation of Scottish Government funding to the Colleges within the region to enable delivery of the regional strategy and objectives
- Monitoring of college performance against the Regional Outcome Agreement (ROA)

The Regional Board (GCRB) and the three Glasgow Colleges, whilst each retaining their own independent structures, contribute to the further and higher education services available to students from the wider Glasgow area, from across the UK and internationally.

[The Role](#)[Chair
Introduction](#)[About Glasgow
Clyde College](#)[The College
Sector](#)[The role of the
College Board](#)[The role of a
Board member](#)[Person
Specification](#)[Strategic Plan](#)[People Report](#)

The Role of the College Board

The Board is responsible for the overall functioning and strategic direction of the college. It is responsible for ensuring the effective management of the College and for planning its future development. It's responsibility also extends to monitoring performance against the targets set in the College's strategic plan, and in Glasgow Region's Outcome Agreement with the Scottish Funding Council.

A standard of corporate governance is demanded at the highest level as the College is accountable for the use of public funds. Glasgow Clyde is also a registered charity and for both reasons its actions and accountability are entirely transparent to the public who must have trust in its operations and governance. These areas are a responsibility for the Board of Management.

In addition, the Board has a representational and promotional role; it should reflect the College's core values and promote its commitment to equality and inclusion. The Board is ultimately the strategic leadership of the College supporting the Principal and Senior Leadership Team. It seeks to ensure that the College is working to achieve excellence in student experience.

Public Service Role

Membership of the Board is a public service role and you will be expected to uphold the highest ethical standards of integrity and probity and adhere to the nine principles of public life set out by the Committee on Standards in Public Life. At all times a Board member will act in good faith and in the best interest of students and of the College.

The Role

Chair
Introduction

About Glasgow
Clyde College

The College
Sector

The role of the
College Board

The role of a
Board member

Person
Specification

Strategic Plan

People Report

The Role of a Board Member

Overall Objectives

To support and provide strategic leadership and oversight to Glasgow Clyde College;

To agree the direction and aims of the College, maintaining a strong collective sense of delivery, accountability, and challenge in the investment of significant public funds;

To contribute to the Board's duties, roles and responsibilities including those of an employer.

Key Duties

- Strategic development: setting and agreeing the vision, purpose, outcomes, goals and performance measures for the College
- Overseeing and actively contributing to the effective performance of the Board's activities and ensuring achievement of its aims
- Ensuring effectiveness and efficiency; that resources (financial, physical, staff) are used effectively and responsibly to support local priorities and strategic objectives
- Ensuring sound financial management. Monitoring relevant budgets, expenditure and key financial targets whilst ensuring corrective action is taken
- Ensuring appropriate systems are in place which manage and control risks, identifying at early stages and mitigating impact. Ensuring systems are reviewed periodically
- Overseeing the human resource performance, policies and key practices affecting staff and stakeholders; ensuring the positive student experience with particular view to equality and inclusion issues
- Developing stakeholder relations as appropriate and maintaining these; ensuring the College practices promote excellent relations.

The Role

Chair
Introduction

About Glasgow
Clyde College

The College
Sector

The role of the
College Board

The role of a
Board member

Person
Specification

Strategic Plan

People Report

The Role of a Board Member continued

Business of the Board

- Preparing for and attending five full Board meetings per year
- Contributing to Board decisions
- Working with other Board members openly in a supportive and constructive manner
- Chairing or participating in at least one Board committee
- Attending occasional key College or external events

A Board member is expected to promote the highest standards of governance, propriety and conduct in the business of the College and Board of Management and to observe the Code of Conduct for Board Members.

The Board is accountable for a programme of further education which meet the needs of the region and makes best use of available funding, consistent with national strategy and in agreement with the Glasgow Colleges' Regional Board. The Board approves the statement of accounts for each financial year and annual College reviews.

Information, Training and Induction

Once appointed a Board member will have access to detailed information and will be provided with training and induction to help them perform the role.

Time Commitment

The Board usually meets at least five times each year and holds one full day development event. Committees meet either three or four times each year. Meetings are held both remotely and on campus.

In addition, attendance at key College events or additional training and development opportunities is expected whenever appropriate and possible.

Length of Appointment

Appointments are approved at GCRB level and can be for a period of up to four years. This would be confirmed at the time of appointment. Appointments can then be renewed for a further period subject to performance and approval.

Remuneration

There is no remuneration attached to this post. Expenses, including reasonable travel and subsistence, can be met where these are wholly incurred in the carrying out of duties.

Person Specification

The Role

Chair
Introduction

About Glasgow
Clyde College

The College
Sector

The role of the
College Board

The role of a
Board member

Person
Specification

Strategic Plan

People Report

Skills and Experience

Significant relevant experience of strategic leadership in the public, private or third sectors	D
Relevant knowledge of strategic development in the public, private or third sectors	E
Ability to analyse complex material and to reach sound conclusions based on this analysis	E
Ability to contribute to the work of the Board with experience in Governance and Financial Management *(Essential for the F&R Committee role)	D *
Ability to operate effectively and imaginatively in a strategic function	E
A clear understanding and interest in Education	E
An understanding of the current challenges and opportunities in the College sector	D
An understanding of corporate governance in the public or private sectors or of governance within a Board of Trustees in the third sector	D

Personal Qualities and Competencies

Highly developed communication, liaison, relationship-building and networking skills	E
Competent in the use of Information and Communication technology	E
Ability to lead, inspire and motivate others and willingness to Chair meetings	E
Ability to effectively guide executive managers in accordance with good governance practice *(essential for the F&R Committee role)	D*
Commitment to the principles of equality, diversity and inclusion	E
An understanding of and commitment to the nine principles of public life (duty & public service / selflessness / integrity / objectivity / accountability & stewardship / openness / honesty / leadership / respect)	E

Qualifications and Training

Relevant degree, vocational qualification and / or professional qualification or equivalent employment experience	E
Membership of one or more relevant professional bodies	D
Evidence of continuous professional development	D

This person specification will form the basis of assessment criteria for applicants to Board membership. The role of a non-executive member is a public service role, and you will be expected to uphold the highest ethical standards and act always in the best interests of the college and its students.

Glasgow Colleges Regional Board will shortly be recruiting for a Chair for the Board. If you consider you have the skills and experience to lead the College's Board of Management please keep an eye on the recruitment page at <https://www.gcrb.ac.uk/>