

## Recruiting, appointing and retaining governors

Judith Hicks, Head of Inspiring Governance



# FREE copy of The Right People Around The Table

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Free copies available from  
IG stand today

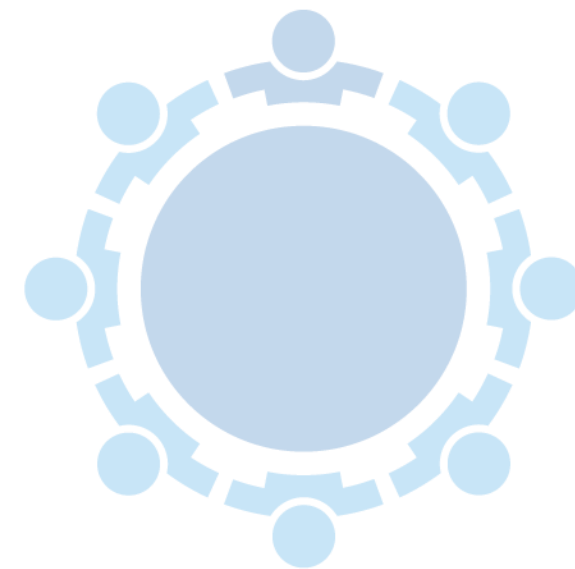
Downloadable PDF  
Available from NGA website  
And Inspiring Governance  
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# Governance skills and attributes

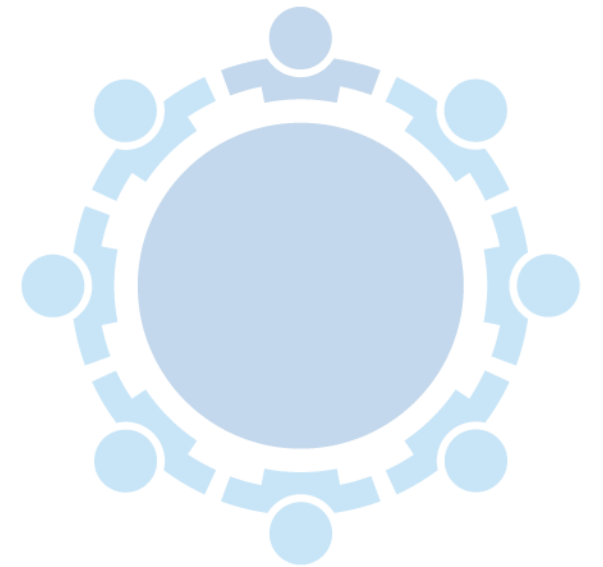
- Asking Questions
- Commitment
- Able to work as part of a team
- Understand conflict of interest
- Horizon scanning
- Data analysis
- Think analytically
- Understanding of HR & employment law
- Understanding of pay & benefits
- Keep confidentiality
- Knowledge of community and/or education
- Financial & budget forecasting skills
- Trustee or director experience

# Governing board skills audit

Governors, trustees and academy committee members of single schools Knowledge, experience, skills and behaviours	Level of knowledge or skills/behaviour, rate on scale of: No → → → Yes				
	1	2	3	4	5
I. Strategic leadership					
I am committed to improving education and welfare for all pupils.					
I understand current national education policy and the local education context.					
I have previous experience of being a board member in another sector or a governor/trustee in another school.					
I have experience of chairing a board/governing board or committee.					
I have experience of strategic planning and applying this to set and preserve the culture of the organisation.					

# Role description

- Three core functions
- Attend meetings
- Panel work
- Visiting the school
- Attend training
- Legal restrictions & DBS check



# inspiring governance

- Inspiring Governance is a free online recruitment service which connects volunteers interested in becoming governors and trustees with schools that need them.
- All governors and trustees recruited through Inspiring Governance receive 12 months free support from NGA.
- You can use the inspiring governance website to register the vacancy, make contact with local volunteers and invite them to interview.
- [www.inspiringgovernance.org](http://www.inspiringgovernance.org)

# FREE support & training available to Inspiring Governance volunteers for 12 months

- Providing a dedicated support telephone line, staffed by professional advisers for Inspiring Governance governors and trustees.
- Weekly members e-newsletter and monthly “Hot Topics” mailing
- We also have an Inspiring Governance support email address: [inspiringgovernance@nga.org.uk](mailto:inspiringgovernance@nga.org.uk)
- Your IG governor will also be able to access the benefits of Inspiring governance:
- Access to the NGA website, including the on-line guidance centre.
- Copy of Welcome to Governance or Welcome to a MAT
- Access to our Governing Matters magazine via the website.
- Providing complimentary access to 10 quality modules via Learning Link.
- For those under 40, access to the Young Governors’ Network.

# Attracting good candidates

- Wider community networks – school website, newsletter
- Social media
- Write a letter
- Local volunteer centre
- Local authority and/or foundation body
- Local companies
- Colleges and Universities
- Everyone On Board – campaign to make governing boards more diverse
- <https://www.inspiringgovernance.org/recruiting-governors/>



# Conducting the interview

- Take time to explain the ethos and values and strategic priorities of the school.
- Be sure to highlight the distinction between the roles of the governing board (strategic) and the school's leadership (operational)
- Explain why you have shortlisted them and be upfront about your journey as a governing board and as a school.
- Invite the candidate to ask you any questions they may have.
- Be clear about the role and responsibilities, training requirements, time commitment and requirement for an enhanced DBS check.
- If your school is maintained by the LA, you might want to point out that if the candidate is employed, under Section 50 of the Employment Rights Act 1996, they are entitled to 'reasonable time off' to undertake public duties; this includes school governance.

# Questions, questions....

1. Why are you looking to be a governor/trustee?
2. What attracted you to this school/trust/role?
3. What experience, knowledge or skills would you bring to the role?
4. Our school is dedicated to improving educational provision for children and young people. In what ways would you hope to be able to support us in meeting our goals?
5. What experience (if any) do you have of developing an organisation?
6. What opportunities or challenges does the current political, social and economic environment present?
7. Which professional/voluntary role have you enjoyed the most and why?
8. What do you consider to be your strengths and weaknesses?
9. How would colleagues or peers describe you?
10. What do you understand the role of a governor/ trustee to be?
11. What is your understanding of conflict of interests?

# Induction Guide: Free to those appointed through Inspiring Governance



# Approaches to induction

- In house or external, or both?
- Who's involved - the chair / HT /clerk / other?
- Should there be someone responsible for and/ or in charge of induction?
- Appointing a mentor or buddy?
- Access local face to face training
- Learning Link induction modules are designed to complement local training
- What happens after induction?

# NGA's Learning Link Induction Modules

- complimentary access for IG governors for 12 months

- **Governance:** your role, your responsibilities, your organisation
- **Your organisation:** understanding school structures and what children should learn
- **Strategy:** living your values, reaching your vision, managing the risk
- **Progress and attainment:** using data to improve educational outcomes
- **Resources:** making the most of what you've got
- **Working together:** building the team and improving the organisation
- **Compliance:** assuring your organisation, keeping it safe, secure and solvent
- **Effectiveness:** governance making an impact, changing lives

# Developing Governors

future  
chairs



The succession solution  
for school boards

inspiring  
governance

The school governance  
recruitment and support service

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learninglink

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# FREE copy: Preparing your board for the future



n|g|a National Governance Association

inspiring governance  
the skills, experience, motivation and support you need

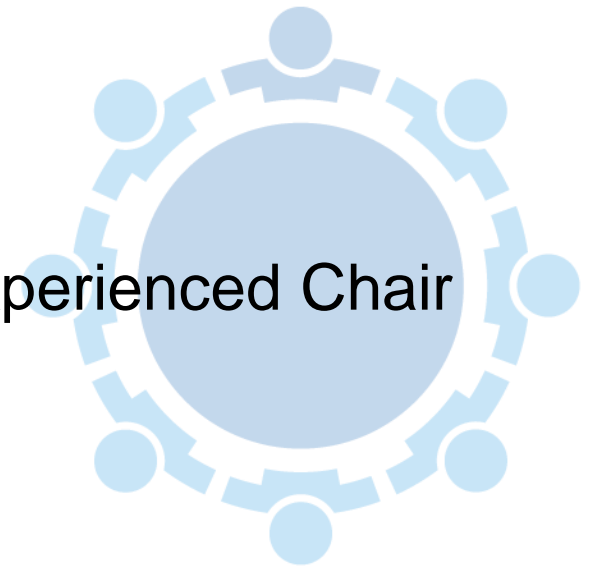
future chains  
the succession solution for school boards

Presented by  
Department for Education

# Future Chairs



- Future Chairs is a key part of the Inspiring Governance service
- Strengthen succession planning on boards
- Volunteers join knowing they will be expected to become a vice-chair, chair of a committee or chair of governors after 12 months
- We support Future Chairs by:
  - Providing a copy of the Chairs Handbook.
  - Offering access to an Inspiring Governance Mentor – an experienced Chair of Governors – who will offer support for 12 months
  - Reserved place on a NGA Leading Governance course
  - Chairs Development Manager: [simon.richards@nga.org.uk](mailto:simon.richards@nga.org.uk)





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