



BURY COLLEGE

MEMBER OF THE CORPORATION

ROLE DESCRIPTION

Within the overall responsibilities of the Corporation, Members are responsible for:-

- the determination of the educational character and the strategic direction of the College, including setting and overseeing its mission and general policies
- setting targets for management
- monitoring the performance of management in meeting targets, carrying out policies and maintaining adequate management information systems with a view to continually improving standards
- ensuring within the College a climate for creativity, change and responsiveness to the needs of learners, the external environment, the local community , employers and other client groups.
- ensuring the effective and efficient use of resources and the solvency of the College and the Corporation and for safeguarding their assets
- ensuring the Corporation gives a proper account of its activities
- selecting and evaluating the Principal, Senior Postholders and the Clerk to the Corporation
- supporting and advising the Principal
- approving annual estimates of income and expenditure
- setting a framework for pay and conditions of staff
- ensuring that action plans emanating from self-assessment, inspection and audit reports are realistic
- ensuring that the Corporation has in place policies and procedures necessary to fulfil its legal obligations.



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PERSON SPECIFICATION

A Member of the Corporation must have:-

- an active interest in further education
- a commitment to equality of opportunity
- a commitment to raising standards
- time and commitment to the proper governance of the College
- the ability to promote the work of the College to the community at large
- the ability to co operate and work with other members of the Corporation and Senior Managers to agree policies and strategies and to ensure those can be monitored and implemented
- the ability to accept the responsibilities of the Corporation
- the ability to make reasoned decisions and to act honestly, diligently and in good faith

Members should also have an ability to:-

- work positively with others
- express ideas in a clear and concise manner and to listen to the views of others
- establish an effective course of action for self and others to achieve established performance targets
- demonstrate a knowledge and understanding of facts and rationalise appropriately
- attend meetings of the Corporation

Corporation Members have an important role to play in promoting the College's interests. This includes fostering good relations between the College and the community it serves and ensuring that the aims and objectives of the College are understood.

Members are required to serve on one or more of the Corporation's Committees and to take part in appropriate induction and training with regard to the role.