**Becoming a governor**

Would you like to be a governor of an independent school?

Most independent schools are charities and companies limited by guarantee. Hence, the governors of the school are usually also trustees of the charity and directors of the company.  The main duties and responsibilities of governors are to:

* Know and support the aims of the school and its mission statement and ensure that these are achieved.
* Determine the overall direction and development of the school through good governance and clear strategic planning.
* Promote and develop the school in order for it to grow and maintain its relevance in society.
* Provide support and challenge for the Headmaster and senior leaders.
* Ensure that the school and its representatives function within the legal and regulatory framework of the sector and in line with the school’s governing document.
* Act in the best interest of the school, beneficiaries and future beneficiaries at all times.
* Maintain sound financial management of the school’s resources, ensuring expenditure is in line with its objectives, and investment activities meet accepted standard and policies.
* Interview and appoint the Headmaster and Bursar and monitor the work and activities of the senior team.
* Maintain absolute confidentiality about all sensitive/confidential information received in the course of governors’ responsibilities to the school, and to accord with the conflicts of interest policy.
* Contribute expertise to the discussions of the Governing Body.

The degree of commitment required of a governor is to:

* Attend as many meetings and school events as possible.
* Be prepared to commit sufficient time to visit the school periodically during working hours, and to study reports and background papers.
* Attend training courses and seminars.

The governing body will determine the skills it needs to meet its statutory and charitable obligations. However, as a guide, these are some which are recommended:

* Commercial and corporate leadership
* Business management
* Accountancy
* Law
* Property (e.g. architect or surveying)
* Education (e.g. a retired or serving Head, Bursar or other senior leadership team member)
* Higher Education (e.g. university leader)
* Human Resources
* Medical

Apart from the skills that they bring to a governing body, governors should be capable individuals of sound judgement. Without doubt the role is very rewarding and enjoyable.

Further details are available from the School website [www.rookwoodschool.org/vacancies](http://www.rookwoodschool.org/vacancies)

or via e-mail: [recruitment@rookwoodschool.org](mailto:recruitment@rookwoodschool.org) or by telephone: 01264 325900.

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*Rookwood School is committed to safeguarding and promoting the welfare of children. References and DBS checks are essential.*