

Governor Job Description

Purpose of Post

To contribute to the work of the governing body in raising standards of achievement for all pupils which involves:

- Ensuring that the vision, ethos and strategic direction of the school are clearly defined
- Ensuring that the head teacher performs his/her responsibilities for the educational performance of the school
- Ensuring the sound, proper and effective use of the school's financial resources.

Reporting Arrangements

Each governor has a responsibility, working alongside other members of the governing body, to all stakeholders including the staff, parents, pupils, the wider community and local/national officials. In addition where they are representatives, governors have a responsibility to their particular constituency (parents, staff or the Local Authority). At all times Governors act in accordance with the governing body's Code of Conduct. Governors represent their constituent bodies; they do not take orders from them.

Responsibilities (include):

- To ensure that all pupils receive an appropriate and balanced curriculum
- To approve the school's staffing structure
- To approve and manage the budget
- To determine the school's aims, policies and priorities
- To set statutory targets with the local authority
- To monitor and evaluate the work of the school
- To ensure the health, safety and welfare of pupils and staff

Specific Activities (include):

- To get to know the school: its needs, strengths and weaknesses
- To attend governing body and committee meetings
- To make regular curriculum monitoring visits
- To work as part of a team
- To speak, act and vote in the best interests of the school
- To represent, where appropriate, the view of constituents
- To respect all governing body decisions and to support them in public
- To act in accordance with school's policies and legal requirements
- To commit to training and development opportunities