



Widmer End Community Combined School

Job description: Chair of the governing board

Role

- Give the board clear leadership and direction, and keep it focused on its core functions:
 - Making sure the board sets a **clear vision, ethos and strategic direction** for the school
 - **Holding the headteacher to account** for the educational performance of the pupils and performance management of the staff
 - Providing **effective oversight of the school's financial performance** and ensuring value for money
- Work with the headteacher to promote and maintain the highest educational standards
- Lead the business by ensuring it meets all statutory and regulatory requirements, provides value for money and business is conducted efficiently and effectively
- Set high expectations for professional governance
- Develop an effective team
- Make sure everyone is actively contributing their skills and experience and actively participating in meetings and committees
- Make sure new governors are properly inducted and that all governors receive appropriate training, development and experience
- Have honest conversations with ineffective members of the board as required
- Be a 'critical friend' to the headteacher by offering challenge, support and encouragement
- Work with the clerk to make sure the right data is accessible to the right people
- Make decisions on behalf of the governing board in cases of urgency
- Make a casting vote in the event of a tie

Skills

- Ability to think strategically
- Ability to lead the board and executive leaders
- Ability to develop and preserve an organisation's characteristics and culture
- Ability to facilitate difficult decision-making and manage expectations whilst doing so
- Ability to communicate effectively with stakeholders and demonstrate how their views shape board decisions
- Effective time management