

BE EXTRAORDINARY



Candidate brief for
the position of
Governor



HRUC
HARROW, RICHMOND & UXBRIDGE COLLEGES

FEA EXECUTIVE
SEARCH →

Welcome

Dear colleague,

Thank you for your interest in HRUC and in the role of **governor**.

We are **Harrow, Richmond and Uxbridge Colleges (HRUC)** - a vibrant and welcoming group with a proud history of serving diverse communities across west and south west London. Together, our Colleges, apprenticeships and skills provision, and our West London Institute of Technology, provide high-quality courses, technical pathways and apprenticeships that enable ambitious students to make extraordinary progress toward their goals.

HRUC is recognised as one of London's best-performing Colleges. We are committed to forming strong partnerships with schools, employers and industry experts. Most recently, we joined the Industrial Liaison Programme at the Massachusetts Institute of Technology (MIT), a pioneering step for the UK further education sector that gives our staff and students access to world-leading research and innovation.

Our facilities include outstanding immersive rooms across the Colleges, brilliant learning resource centres and a new space at Barra Hall to support our SEND students, opening in 2026. Our commitment to our students is unwavering and we continue to deliver excellence across all areas of our work. We are seeking key ambassadors for HRUC – who will foster strong relationships with key stakeholders, including employers, local authorities and educational partners.

HRUC is ambitious, and seeks to be the College of Choice, helping our students to progress with confidence.



If you are passionate about shaping the future of education and enhancing your corporate governance skills, we would like to hear from you. We seek a new governor to join our Board and are keen to hear from individuals who have already operated at executive or board level within further education or related skills organisations. We would especially welcome people bringing insight into the evolving skills and apprenticeships landscape. This is an opportunity for individuals with deep sector insight, strategic perspective and a genuine passion for education to help shape the direction of a high-performing and ambitious organisation.

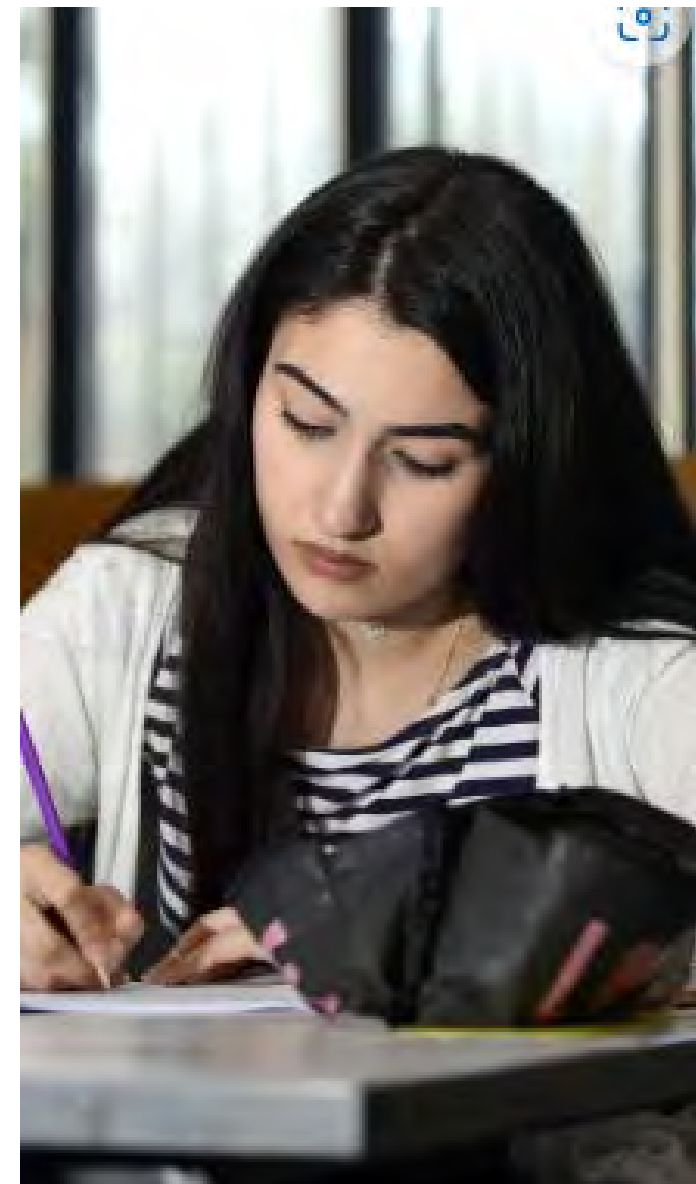
You will play a key role in steering HRUC's future - supporting our mission, strengthening our governance and ensuring the effective and responsible use of public funds. Your experience will help us to continue to innovate, build on our strong track record of student success and deliver for our learners and communities.

We welcome applicants who share our commitment to excellence, our aspirations for our students and our belief in the transformative power of further education. We are particularly keen to hear from candidates who bring not only expertise but also a fresh perspective. Our Governing Board is made up of talented individuals from diverse professional and personal backgrounds and we are committed to broadening that diversity further across age, gender, ethnicity and experience.

We have appointed FE Associates to support us with this important appointment. Prior to submitting an application, interested parties are advised to arrange an initial conversation with our recruitment partner, by emailing Elle.Hurst@fea.co.uk, to discuss the role.

We look forward to receiving your application.

John Cope
Chair of the Governing Body







OUR VISION

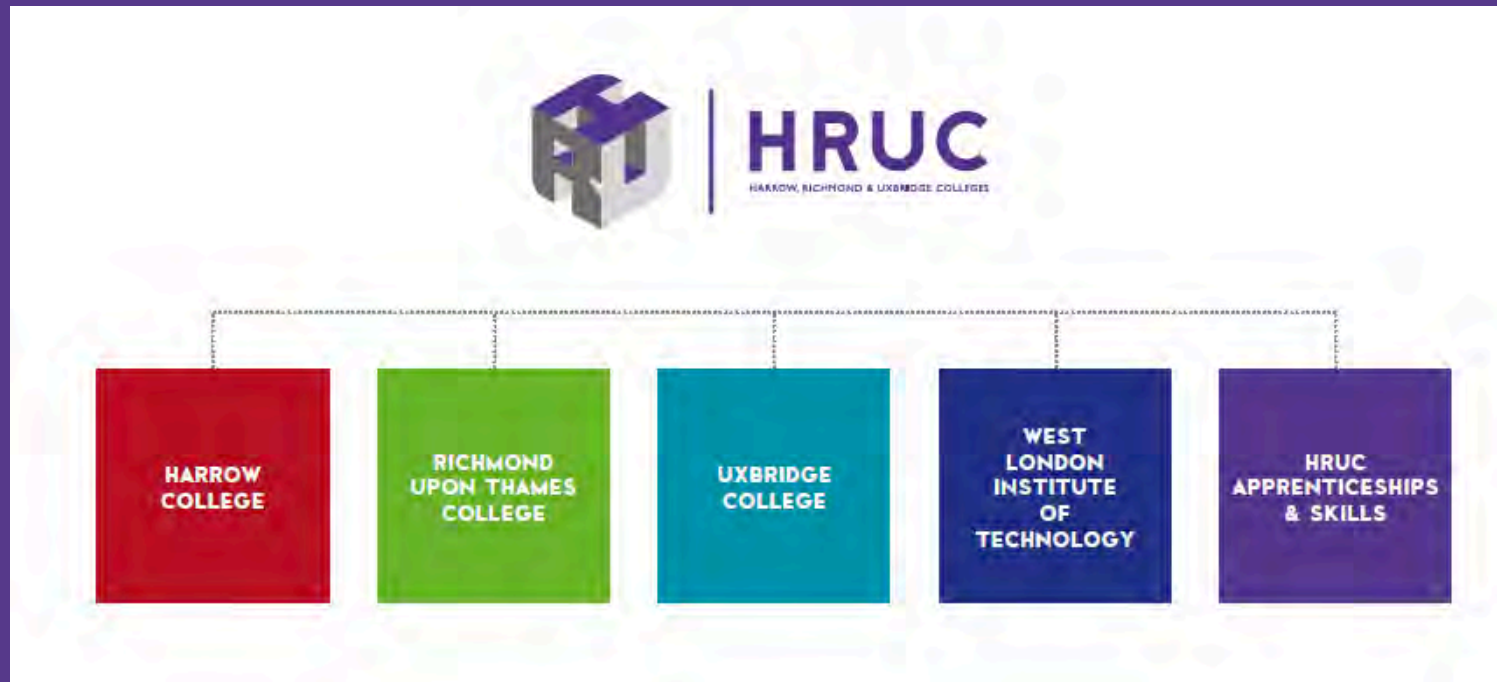
To be an outstanding college group that inspires, transforms lives and creates futures.



OUR MISSION

To deliver an exceptional learning experience that creates opportunities and success for all.

We stand for diversity, inclusion and excellence throughout everything we do, and provide outcomes that drive personal growth, wellbeing and economic opportunity.



Role Description

Job title: Governor

Salary: Voluntary and unremunerated

Role Purpose

To contribute to the work of the Board as laid out below:

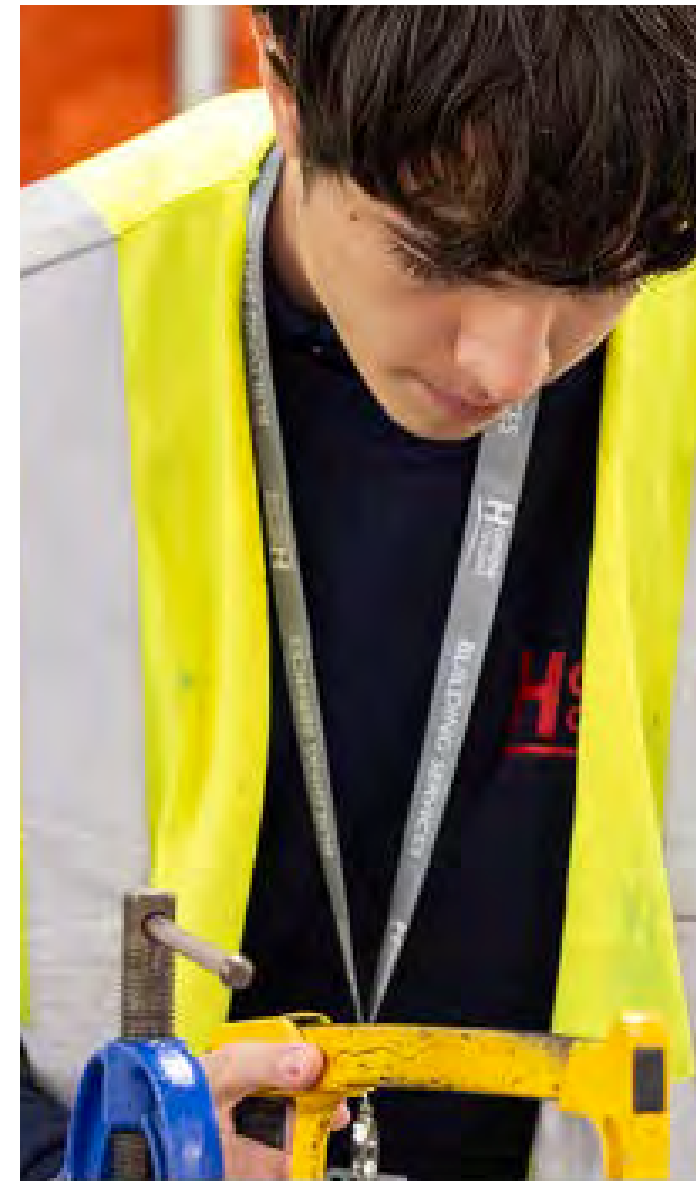
- the Board, led by the Chair, provides checks and balances to the operational executive team led by the Chief Executive
- the Board is accountable for its stewardship of public funds to deliver a quality service and for the performance of its legal and statutory duties
- the Board will set the strategic direction of the College and monitor College performance by setting targets and agreeing key performance indicators

Duties

These are specified in the Instrument and Articles of Government.

Governors are responsible for:

- determination of educational character and ethos
- articulation of vision, values and strategic direction
- approving the quality strategy of the institution
- oversight and monitoring of College activities
- effective and efficient use of resources
- financial probity
- safeguarding assets



- approving annual estimates of income and expenditure and three year financial plan
- approving strategic plan
- appointment, grading, suspension, dismissal, appraisal and determination of pay and conditions of Senior Post Holders
- setting framework for pay and conditions of service of all other staff
- agreeing retention and achievement targets, monitoring academic achievement and raising standards
- ensuring the correct policies and procedures necessary to fulfil its legal obligations

We estimate that the time commitment required of a governor is between five and eight hours a month.



Eligibility

- Governors are required to make an annual declaration of eligibility and of interests. This is held by the Governance Professional and is made available to members of the public.
- A person is not eligible to be a governor of a further education College if he or she has been declared bankrupt within the last three years or served a sentence for a conviction within the last five years, or been removed from office as a member of a further education Board within the last ten years.
- Governors should not normally have a teaching role or be a student at the College unless they are appointed as staff or student members.
- Although not a statutory requirement, governors are required to agree to Disclosure and Barring service (DBS) criminal record checks on appointment and on re-appointment.
- Governors are required to participate in the annual appraisal programme.

Note on governor liability

The College has indemnity insurance to cover governors acting in good faith. In most circumstances if there is a problem at a College resulting in loss to a third party, the aggrieved person may sue the College as a corporate entity. In certain exceptional circumstances it may be possible for a claimant to sue an individual governor. However, the law* provides some protection in this situation so long as the governor has acted honestly and reasonably. (* Section 145 of the Learning and Skills Act 2000)



Person Specification

Core Elements

Governors should be able to demonstrate:

- a background and expertise at senior level in education, preferably within the further education sector
- appreciation of the facilities and systems involved in operating a large further education College with varied provision
- understanding a College workforce and the complementary roles played by teaching and business support staff
- an active interest in further and higher education
- commitment to lifelong learning and the role of the College as a major provider of education and training
- commitment to promoting equality and diversity
- commitment to quality and raising standards
- willingness to promote the College within the community it serves
- ability to work positively with others and to contribute as a member of a team
- agree policies and strategies and ensure these can be monitored and implemented
- ability to make reasoned decisions and to act honestly, diligently and in good faith
- ability to contribute to establishing performance targets and the monitoring of performance against these
- commitment to attend Board Meetings, Committees and other governor events and training sessions



Generic Skills

- strategic awareness
- financial awareness
- vision and commitment
- ability to share and work to common values
- critical listening and appraisal skills
- ability to ask probing questions
- analytical and problem-solving abilities
- integrity to act without self-interest
- Ability to work within a framework of collective decision-making in the best interests of the Board and College.
- Awareness of standards in public life, public accountability and a determination to abide by them.
- communication skills and the ability to influence
- A commitment to the promotion of the College Equal Opportunities and Health & Safety Policies.

An appointment as a governor of this College is a public appointment. All governors are required to abide by the Board's Code of Conduct, which is based on the seven principles of public life (the 'Nolan' principles): selflessness, integrity, objectivity, accountability, openness, honesty and leadership. All governors, including staff and student governors, work on a voluntary basis.

The College meets reasonable out-of-pocket expenses incurred by governors in the performance of their duties. These might include travel expenses incurred in attending external training courses or meetings.



How to Apply

We have retained FE Associates to support us in finding an outstanding individual to inspire excellent practice across our organisation. The application process is outlined below.

Initial Discussion

Prior to submitting an application, interested parties are advised to arrange an initial conversation with our FE Associates lead consultant, by emailing **Elle.Hurst@fea.co.uk**, to discuss the role. Once it is agreed for you to proceed with an application, you should submit your CV and supporting statement .

Please visit www.fea.co.uk/job/hruc-gov and complete the registration form to be able to submit your CV and supporting statement and access the online equality and diversity form at Step 2: Submitting your application.

Shortlisting and Invitation to Interview

Our lead consultant will send applications to the College for shortlisting. Once the shortlist has been agreed, candidates will be notified by the lead consultant and shortlisted candidates will be invited to a formal interview/selection process with the College.

Safer Recruitment and Due Diligence Checks

Applicants are advised that, as part of the statutory guidance on Keeping Children Safe in Education, colleges/training providers are advised to make arrangements for an online search as part of due diligence on shortlisted candidates. The searches are aimed to assist in identifying things said or done that may harm the organisation's reputation or make the candidate unsuitable to work with children, young people and vulnerable adults. Where a cause of concern arises from the online search, a risk assessment will determine whether the concern is of such a nature that it is appropriate to exclude a candidate from the process or whether a clarification discussion, before or during an interview, is needed.

Key Date

Interview date: To be confirmed.



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www.hruc.ac.uk



“STRONG FOR SKILLS”

“As one of the newest college groups we are on an incredible journey, so to achieve such a positive judgement from Ofsted is a real testimony to the extraordinary progress students and staff have made.”

- Keith Smith CEO