

Appointment of a staff member to serve on the Governing Body as a Staff Governor

Introduction

We are seeking a staff member to serve on the University's Governing Body as a Staff Governor. This is a fantastic opportunity to help to shape the university's future direction and contribute your perspective and experience to the Governing Body's deliberations. This briefing note is provided to assist staff members who may be interested in applying for this role.

The Governing Body

The [Governing Body](#) is the main decision-making body of the University. As the University's board of directors and trustees, it has the ultimate responsibility for the strategic plans of the University and for the deployment of resources. The Governing Body agrees the strategy of the University in conjunction with the executive and monitors its implementation.

The Governing Body currently comprises 15 Governors, including the Vice-Chancellor and Chief Executive Officer; two Staff Governors (including one vacancy); the President of Greenwich Students' Union; and 11 Independent Governors appointed from outside the University. See [Membership of the Governing Body](#) for further details.

The Governing Body has committees dealing with Audit and Risk, Finance, People and Governance, Honorary Degrees, Remuneration, and an Academic Council. As well as attending meetings of the Governing Body, Staff Governors may be appointed to an appropriate Governing Body committee.

The Governing Body works closely with Vice-Chancellor's Executive, led by the Vice-Chancellor and Chief Executive Officer, Professor Jane Harrington.

The role and commitments

We are seeking to appoint a new Staff Governor to fill a vacancy left by the departure of Professor Brian Boag from the University.

The Governing Body currently has five scheduled business meetings and two strategy sessions (one full day and one half day) per academic year. Business meetings (typically 2 hours' duration) are normally held in the early evening at the University's campuses, with most taking place at the Greenwich campus and at least one meeting per year at Avery Hill and Medway. At least two development sessions are also scheduled to provide training and develop Governors' understanding of a strategic area.

Term of office

Staff Governors are appointed for an initial term of three years and may be re-appointed by the Governing Body for a further three-year term, which may exceptionally be extended by up to one further year.

Remuneration

Membership of the Governing Body is unremunerated, although expenses reasonably incurred may be reclaimed, and the University will fund relevant training and development activities. An

annual review of the performance and development needs of Governors is conducted with the Chair of the Governing Body.

Further information about the Governing Body is available on the [Governing Body webpages](#) and in the [Governing Body Handbook](#).

Person specification

Staff Governors are expected to demonstrate:

- A good understanding of the University's strategy and its sub-strategies and a commitment to achieving our strategic objectives;
- An understanding of the context for UK higher education and research as well as the wider international context;
- A strategic perspective and an understanding that the Governing Body's role is to support the interests of the entire University;
- An ability to work as an effective member of the Governing Body; to build strong working relationships with other Governors and the executive while questioning intelligently and constructively;
- An ability to understand and absorb complex data and information and reach informed judgments;
- A commitment to the vision and mission of the University and to our values of being Inclusive, Collaborative and Impactful;
- A high degree of personal integrity;
- An understanding of the importance of collective responsibility and confidentiality in the Governing Body's decision making;
- An understanding that the Staff Governor role is not a representative one but is about contributing the perspective of a staff member to the Governing Body's decision making.

The University is committed to maintaining and improving the diversity of the Governing Body. Candidates who help to ensure that the diversity of the Governing Body reflects the diverse makeup of the University would be particularly welcome.

As the term of appointment is for three years, applicants should be academic or professional services staff of the University on a permanent contract or on a contract which is of at least three years' duration.

Process and timing

Staff members who are interested in serving as a Staff Governor should provide a CV and a covering letter explaining why they wish to serve on the Governing Body and why they are suitable for the role with reference to the responsibilities of the Governing Body and the person specification outlined above. The CV and covering letter should be sent by email to the University Secretary, Peter Garrod (p.d.garrod@greenwich.ac.uk) by **17.00 on Friday, 31 January 2025**. Applications are welcome from academic and professional services staff at all levels and from all areas of the University.

Applications will be shortlisted by the Vice-Chancellor and Chief Executive Officer, the Deputy Vice-Chancellor and Provost and the University Secretary. Shortlisted candidates will be interviewed by a panel including the Vice-Chancellor, the Chair of the Governing Body, the chair of the People and Governance Committee and the University Secretary. The panel's recommendation will be subject to formal approval by the Governing Body. The successful

candidate's term on the Governing Body will start immediately once their appointment has been approved.

For further information or to arrange an informal discussion, please contact Peter Garrod via Mahmuda Uddin, Executive Assistant (mahmuda.uddin@greenwich.ac.uk).

January 2025