

Role of the Development Governor

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Areas we plan to Cover

- Explain the job description and what that means in practice
- Ensure a broad and effective induction process is in place and your role in vacancy management and succession planning
- Identify tools available such as skills audits, training reports and self-evaluation packages to develop your governing body's effectiveness
- Motivate and equip you in this role to support your school in delivering the best outcomes for pupils

The Key features of Effective Governance

Governance Handbook Jan 19 competency framework Jan 17

- Strategic leadership that sets and champions vision, ethos and strategy
- Accountability that drives up educational standards and financial performance
- **People with the right skills, experience, qualities and capacity**
- Structures that reinforce clearly defined roles and responsibilities
- Compliance with statutory and contractual requirements
- **Evaluation to monitor and improve the quality and impact of governance**



Competency Framework

Managing Self review and development

Everyone on the board

Knowledge

- recognises their own strengths and areas for development and seeks support and training to improve knowledge and skills where necessary

Skills and effective behaviours

- is outward facing and focused on learning from others to improve practice
- maintains a personal development plan to improve his/her effectiveness and links this to the strategic aims of the organisation
- is open to taking-up opportunities, when appropriate, to attend training and any other opportunities to develop knowledge, skills and behaviours
- obtains feedback from a diverse range of colleagues and stakeholders to inform their own development
- undertakes self-review, reflecting on their personal contributions to the board, demonstrating and developing their commitment to improvement, identifying areas for development and building on existing knowledge and skills

To be aware of the training and development needs of the governing body and ensure that:

- Skills analysis is carried out and gaps identified to influence recruitment and training (example on NGA website);
- Advantage is taken of training and other development opportunities, targeting training at governors relevant to their roles;
- Training records are maintained, and governors share next steps from the training with the board to ensure impact and share learning;
- Capacity within the governing body is such that it is never reliant on one or two people for particular skills or knowledge, e.g. performance management or finance;

INDUCTION MATERIALS FOR NEW GOVERNORS

When a new governor is appointed, the LA will send an induction pack to him/her which includes information and advice of a general nature.

1. Message from the Director of Children, Young People and Learning
2. Instrument of Government
3. 'Welcome to Governance' – A Guide for New Governors"
4. Bracknell Forest Governor Development Handbook
5. Governor and Clerk Training and Development Programme
6. NGA Learning Link (Governor eLearning) Registration Flyer
7. Bracknell Forest School Management Website
8. List of information that new governor should receive from Clerk to Governors

Effective Induction of new governors

What makes a good induction process?

Groupwork

What would you include in an induction pack?

What courses would you promote ?

Developing the new governor

Effective induction of new governors is crucial to ensure their retention on the governing body. If they engage through induction they will be more able to contribute effectively and feel part of the governor team early on. Remember that induction has two strands: initially by the governing body and then formal training, usually from the local authority.

Expectations

The governing body ensures that all new governors are made welcome and supports them in their development

Actions and strategies

- Find out whether the newest governors felt they were welcomed and given sufficient support so that they could make a contribution from the start
- Develop and implement an induction policy for your governing body, identifying what information new governors need to be given, taking account of most recent recruits' views
- Identify an individual to oversee the induction of new governors (this may be the clerk)
- Provide new governors with a mentor
- Encourage new governors to attend LA induction and other relevant training
- Ensure that all contributions are recognised and valued
- Review the induction process

The governing body identifies those with potential leadership capability early on and nurtures leadership skills

- Agree and publish a clear description of who is responsible and accountable for what, including terms of reference for committees
- Audit the skills, knowledge and experience of new governors to establish their interests and development needs
- Identify those with leadership potential and interest in developing it
- Explain the future leadership opportunities available within the governing body
- Encourage the early adoption of additional responsibilities by those with the relevant potential

The new governor contributes to the effectiveness of the governing body

- Discuss with your mentor what skills, interests and experience you bring
- Be realistic and clear about the level of commitment you can give
- Seek opportunities and offer to take on additional responsibility if and when appropriate
- Offer feedback on the effectiveness or otherwise of your induction
- Seek feedback on your own contribution to the work of the governing body
- Attend relevant training and development opportunities
- Familiarise yourself with the DfE's *A Competency Framework for Governance*

The new governor has a positive impact on the effectiveness of the governing body

- Through discussions with one or more other governors, identify what has gone well and what could be improved

NGA 20 Questions

- Have we completed a skills audit which informs the governor specification we use as the basis of governor appointment and interview?

Tools available such as skills audits, training reports and self-evaluation packages to develop your governing body's effectiveness

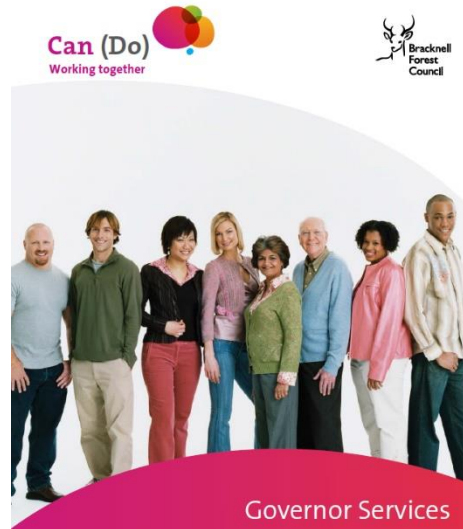
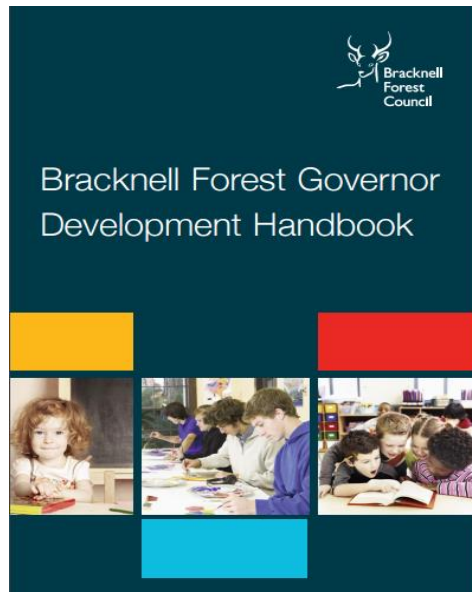
- Skills audit
- Training reports
- Self-evaluation of the whole governing board
- Self evaluation of individual governors

**Motivate and equip you in this role to
support your school in delivering the
best outcomes for pupils**

Governance Handbook Handout

- Activity

Importance of Training



NGA learning link



Promote NGA Learning Link



<https://youtu.be/f0n0OWcjJCK>



Log in to Learning Link

Training and Development

What other ways can you develop governors?

Before you leave

What did you think about today's training?
We want your feedback



A feedback form with five checkboxes and corresponding labels: 'Excellent' (checked with a red checkmark), 'Very good', 'Good', 'Average', and 'Poor'.

Please complete the evaluation form

Please leave on the table to be collected

Please ensure you have signed the attendance sheet

Make sure you *feedback* on the impact of attending
this session to your board

Do you use a governor training feedback form?

Thanks for your participation

