




GOVERNOR RECRUITMENT PACK



PLUMPTON
COLLEGE

Join the Board of our proud college and broaden the expertise to ensure continuous improvement to benefit our students and the wider community.

PASSIONATE ABOUT DEVELOPING ASPIRATIONS, SKILLS & CONFIDENCE ENABLING YOUNG PEOPLE TO ACHIEVE THEIR FUTURE AMBITIONS	LOCATED IN THE HEART OF SOUTH DOWNS NATIONAL PARK	TURNOVER OF £25M+, UP FROM £16M IN 2016
94% OF STUDENTS EMPLOYED AS A RESULT OF THEIR STUDIES		
EXCELLENT FACILITIES FOR STUDENTS OFFERING A BROAD SPECIALIST CURRICULUM IN 19 AREAS;	IMMERSIVE EDUCATION FOR A CHANGING WORLD	
14-16 16+ COURSES BUSINESS APPRENTICESHIPS UNIVERSITY LEISURE & ADULT COURSES	1 OF 12 INDEPENDENT LAND & ENVIRONMENT SCIENCE COLLEGES NATIONALLY	TRAIN AND EDUCATE OVER 4,000 STUDENTS EVERY YEAR

We do more than just Agriculture.

Whilst it is a flagship curriculum and the most specialist of its kind across the southeast, we also teach animal management, veterinary nursing, canine, sport and outdoor education, equine, floristry, forestry and woodland management, arboriculture, horticulture (landscaping, amenity and food production), fish management, engineering, motor vehicle, metalsmithing, countryside, food technology, wine production and wine business.

To underpin high quality and up-to-date technical skills acquisition, the College has undertaken a shrewd investment programme over the past ten years to establish resources and facilities to expose and prepare students for the high levels of technical skill required in the progressive land-based businesses.

Over the last five to six years, we have undertaken a change programme in order to secure even better outcomes for our students and employers through delivering an even higher standard of education and training and stimulating the highest levels of ambition for our staff and our students and demonstrating best practice in all that we do.

As a result, our students achieve very well. The retention and achievement of qualifications is amongst the highest in the southeast and our outstanding relationship with employers has resulted in a continuously evolving curriculum and work experience, which results in the exceptional employability rates of students, consistently exceeding 90% annually.

We recognise that our ability to continue to build sustainable and meaningful relationships with employers, partners and the wider community is key to the success of our vision and strategy and are excited about the future role the College can play within the wider economic area.

Our five-year strategy sets out our vision and priorities to support those land-based and rurally located businesses to have a strong talent pipeline of well-qualified individuals and the resources and training to continually develop their existing workforce. The changes taking place across the sectors that we serve mean that students will need to be equipped with a different and ever more technically advanced skills set in the future. As an ambitious organisation with high aspirations and expectations, this provides a significant opportunity for the college to play a leading role in shaping and informing land-based and wider rural sectoral change through our education and training and be seen as a progressive and highly valued organisation locally, regionally and nationally.

Plumpton College continues to demonstrate climate leadership and remains committed to providing the future skills required by employers for the transition to a highly sustainable, zero-carbon community. We have received new funding from the Department of Education to lead a national project to help secure our region's position in green technologies, sustainable land management and food.

Who we are looking for:

As part of our drive for continued excellence, we are looking to appoint new Governors. It is not necessary to have previous Board or Committee experience as training will be provided.

The role would therefore suit individuals taking their first steps to develop wider Board level and governance experience, as well as experienced trustees/governors.

Equality, Diversity and Inclusivity is of great importance to the College and is embedded in our strategic plan. We are keen to increase our diversity on the governing board and would very much welcome interest from women, young people and minority ethnic applicants and people with disabilities.

We are interested (not exclusively) in hearing from people with expertise and skills in the veterinary/land management sectors.

How to apply:

Please send a CV and covering letter to Laura Holt (*Clerk to Corporation*) outlining your interest, and what you can bring to the role.

Email your CV and covering letter to: laura.holt@plumpton.ac.uk

The deadline for applications is 28th February 2025



OUR VISION

The leader of land & environmental education and training in the South East, renowned for our cutting-edge practice.

OUR VALUES

AMBITIOUS & PROGRESSIVE PASSIONATE ABOUT EVERYTHING WE DO

ENTERPRISING PROFESSIONAL SUPPORTIVE

OUR PURPOSE

Inspiring and equipping our students with the skills, knowledge and attributes which meet the future needs of industry.

OUR CULTURE

A diverse and vibrant community in which staff and students embody our values, have a strong sense of belonging & flourish.

OUR PARTNERS

Nurturing and collaborative relationships with our local community and employers which enhances both the experience of our students and the professional development of the workplace.

OUR STAFF

To attract, develop and retain a highly skilled, ambitious team of staff empowered to deliver our core purpose.

OUR PLACE

A transformational role in the environmental sustainability of land-based industries, showcasing best practice and integrating the highest standards of sustainability into our curriculum.

GOVERNOR

Role Description and Person Specification

Responsible to:	The Chair of the Corporation, The Board of Governors, the College and its stakeholders
Time Commitment:	Approx. 10 hours per month comprising preparing for and attending Corporation Meetings, Committee meetings (where appropriate), training, strategic planning meetings, college events and general correspondence and administration
Salary:	n/a Voluntary role. Expenses will be paid.
Term of Office:	Governors will be appointed for a term of office not exceeding 4 years. Governors may be re-appointed for subsequent terms on the recommendation of the Search Committee

Purpose of the Role

As a member of the Corporation of Plumpton College, to play a full part in College governance including setting the strategic direction and educational character of the college and ensuring the effective and efficient use of resources, the solvency of the institution and the Corporation and safeguarding their assets.

Governors contribute their professional, specialist skills and experience to the Corporation in a non-executive role. They provide an oversight of the College and its business, making a positive contribution that does not interfere with day to day management of the College (which is the remit of the Principal and Senior Management Team).

1. Principal duties

Under the Articles of Government, and in conjunction with fellow members of the governing body, governors are responsible for:

- a. The determination and periodic review of the strategic objectives including the educational character and mission of the institution and the oversight of its activities;
- b. Approving the quality strategy of the institution;
- c. The effective and efficient use of resources, the solvency of the institution and the Corporation and safeguarding their assets;
- d. Approving the financial strategy and annual budgets
- e. Obtaining the views of staff and students on the determination and periodic review of the strategic objectives including educational character and mission of the institution and the oversight of its activities:
- f. Ensuring that the arrangements for obtaining the views of staff and students are published.

2. Duties

- a. Prepare for, attend and actively participate in Corporation and Committee meetings. Consider reports prepared by management and provide constructive challenge to ensure that decisions are well founded.
- b. Participate in appropriate induction, strategic planning and training events (including on-line training). Attend college events to engage with students, staff and other stakeholders e.g. awards ceremonies, Open Day, staff conference.

c. Engage with the Link Governor programme to gain a greater understanding of the College's activities to enable informed debate and challenge.
d. Play an active role (by applying external knowledge and expertise) in the high level strategic planning process of the College by contributing to: <ul style="list-style-type: none"> • The development of the College's mission, vision and educational character • The development of strategic priorities • The setting of measurable targets to support the college's development and budget • The monitoring of achievement against objectives • The development of plans to address major weaknesses
e. Contribute to the financial oversight of the College through the regular monitoring of the financial health of the College. Ensuring the effective and efficient use of resources, the solvency of the College and safeguarding College assets.
f. Ensure that robust quality processes and procedures are in place and regularly scrutinise the College's performance against agreed and established key performance indicators.
g. Comply with the Instrument and Articles of Government, the Corporations Rules and Regulations and any other related governance policies and procedures including the Governor Code of Conduct.
h. Act as an ambassador for the College
i. Take collective responsibility for decisions of the Corporation and abide by them, even if not present when the decision was made or have spoken against a proposal during debate.
j. Understand that individual Governors, other than the Principal, have no specific powers to make statements at public meetings or to the press or media, or through social media, about the proceedings of Corporation or its committees.
k. Act in good faith with care and diligence in the best interests of the College at all times. Governors cannot be bound by mandates given to them by external organisations or persons.
l. Make an annual declaration of eligibility and interests which is held by the Clerk (The Register of Interests is made available to the public on request).
m. Work within the guidelines, policy and procedure requirements laid down by College policies in such matters as Safeguarding & Prevent, Equality and Diversity, Health and Safety and Risk Management and promote their effective implementation.
n. The College is an exempt charity under Part 3 of the Charities Act, and the Governors are the trustees of the charity and therefore required to: <ul style="list-style-type: none"> • Apply the property and income of the college only for the purposes of the charity • Act only within their legal powers • Manage and project the property of the college • Exercise the same degree of care in dealing with the administration of the charity as a prudent business person would in managing their own affairs
o. Governors shall be entitled to request all relevant information about the College's affairs as is reasonably necessary in order to enable them to discharge the duties
p. Participate in the annual governor appraisal programme as part of the governance self-assessment process

Person Specification

When considering whether to appoint a new external Governor or to extend the appointment of an existing external Governor, the Governing Body will have regard not only to the skills and knowledge of each individual candidate but also to the balance of skills and knowledge available to the Governing Body as a whole, including the extent to which the Governing Body has access to the views of different stakeholder groups.

Sometimes governor vacancies may require professional experience in specific areas such as human resources, finance or estates management. The following is a specification for Governors in general.

At Plumpton College we are:

1. Ambitious and Progressive
2. Enterprising
3. Professional
4. Passionate about everything we do
5. Supportive

Essential criteria for the post

Eligibility criteria:

- Governors must not be disqualified from becoming a charity trustee
- A person is not eligible to be a governor of an FE college if he or she has been declared bankrupt within the last 3 years or served a sentence for a conviction within the last five years, or been removed from office as a member of an FE Board within the last 10 years.
- Governors are required to agree to a DBS check on appointment
- A member of staff employed under a contract of employment with the College is not eligible for appointment as an independent governor

Committed to Plumpton College's vision and values.

Passionate about education and the difference that it can make to individuals and communities.

Able to work positively with others as part of a team and engage in constructive debate and challenge while maintaining the position of being a 'critical friend' of the college.

Able to exercise responsibilities with independence and discretion, respecting rules on confidentiality.

Able to absorb and analyse complex information and rationalise appropriately.

Comfortable with the routine use of IT.

Committed to the promotion of safeguarding and equality, diversity and inclusion.

Normally able to attend at least 80% of board and committee meetings and to participate in other college events and training sessions as required.

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OTHER INFORMATION

Plumpton College is committed to the promotion of equal opportunities and is dedicated to pursuing non-discriminatory policies and practices and eliminating unfair discrimination on any basis. This means that no applicant will receive less favourable treatment than another on grounds of gender, marital status, age, racial origin, disability, sexual orientation or political or religious beliefs.

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 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).
- The FE insolvency regime came into force in January 2019. This new law extends the Company Director Disqualification Act to colleges. Tests for disqualification require evidence of serious wrongdoing, generally involving a mixture of fraud, criminal activity, personal enrichment and failure to take professional advice.

Plumpton College
Ditchling Road, Lewes
East Sussex BN7 3AE

01273 890 454
enquiries@plumpton.ac.uk

plumpton.ac.uk

