

Procedure for Appointment and re-appointment of External Governors at South Tyneside College

It is the current policy of the Board of Governors (Board) that the maximum term of office is eight years.

New Governors

The G&S Committee will determine whether an open advert is required to attract the best possible field of candidates when a place on the Board becomes available.

The G&S Committee will organise a recruitment open day for potential candidate(s) before making a recommendation to the Board. This can consist of:

- Tour of the College led by Chief Executive and Chair of G&S Committee
- Opportunity to meet with staff
- Informal meeting with members of G&S Committee

A current CV together with details of skills held and experience of the proposed new governor will be considered by the Governance and Search Committee. If the committee considers that the candidate fulfils the needs of the Board in respect of, but not limited to, relevant knowledge, skills, experience, personal qualities and equality and diversity then it will request the candidate to confirm that he/she complies with the necessary criteria as required under the Instrument and Articles and that he/she would like their nomination and details to be submitted to the Board for consideration.

If the appointment is agreed at the Board then the Clerk will send a letter of appointment which will include the Code of Conduct, Declaration of Interests and Confirmation of Eligibility. The Clerk will then arrange an induction.

Re-appointment of Governors

When an existing governor's term of office is due to expire the Clerk will ensure that scheduled meetings for the Governance and Search Committee and the Board (if appropriate) will allow the re-appointment to be considered prior to the end of the term.

The Governance and Search Committee will rigorously consider the criteria as above and also the Governor's performance during his/her term of office and how he/she has demonstrated commitment to the College.

If it is agreed that the Board should be recommended to re-appoint the governor then the Governor will contact him/her to confirm that they wish to be re-elected. Assuming this is confirmed then the Board will consider the appointment at the beginning of the next board meeting for which item the governor will not be in the meeting.