

Advisory Board Member Role Description



Woodpecker Court

"Where learning meets the outdoors"

Woodpecker Court Advisory Board Members perform a similar role to a School governor. They provide the provision with accountability for strategic leadership as well as educational performance.

The 2 core functions of an advisory board member are to:

- Ensure clarity of vision, ethos and strategic direction
 - This means that you need to make sure the provision has a clear idea of what it wants to achieve, and a plan for how to achieve it
 - Your role is to help set and embed Woodpecker Court's vision, ethos and strategy, and use these to monitor how the provision is doing
- Hold senior leaders to account for the educational performance of the provision and its students, and the effective and efficient performance management of staff
 - This means you need to make sure that provision leaders are using their professional judgement properly and managing the performance of staff and students effectively
 - You also need to make sure that the information you get from your provision leaders is accurate

Responsibilities

- Develop the provision's vision and strategy
- Set a culture of high educational standards that promotes staff and student wellbeing
- Monitor the provision's strategic aims and objectives
- Ensure the provision follows a suitable and accessible curriculum for students with special educational needs and disabilities (SEND)
- Monitor provision for students with SEND
- Monitor the provision's educational performance, using a range of data sources
- Make sure stakeholders (parents/carers, students, staff, the local community) are informed and consulted as appropriate
- Approve and review provision policies, and hold staff to account for their implementation
- Make sure the provision is compliant with legal requirements, including that all statutory policies and documents are in place
- Be a source of challenge and support to the principal
- Monitor and evaluate the provision's staffing structure
- Monitor health and safety in the provision

Skills and experience

Essential:

- Critical listening and ability to ask effective questions
- Strategic thinking
- Excellent communication
- Problem solving and analysis

Desirable:

- Understanding of data
- HR experience
- Knowledge of education
- Leadership and management skills
- Risk management skills
- Legal expertise
- Marketing and communications skills

Benefits to you**New skills you'll gain:**

- Strategic planning
- Experience on a board
- Holding senior leaders to account and the ability to provide challenge
- Analysing data
- Human resources and performance management
- Project management
- Marketing
- Communication and teamwork
- Decision-making
- Problem solving

Time commitment

Advisory board members are asked to attend 6 meetings over an academic year. There is no term of office.

There are opportunities to become a link advisory board member for an area they have knowledge of, or are particularly interested in.

Preparation for meetings includes reading papers and preparing questions for senior leaders. You will also be expected to undertake any training required to enable you to discharge your role effectively.

Advisory board members are also expected to visit the school while it is open to students to complete formal monitoring visits and learning walks bi-termly.