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**PHOENIX COMMUNITY PRIMARY SCHOOL**

**Seeking Volunteer School Governors**

**Would you like to make a real difference for children and join us in shaping the future?**

Are you over 18, enthusiastic about education, and ready to make a positive impact in our local schools? We’re welcoming applications from committed and reflective individuals to join Phoenix Community Primary School Governing Board.

**Why us? Why now?**

We’re all proud of our Phoenix’s vision and values which link into those of the CARE Foundation Trust of which we are a part. Serving as a governor offers you the chance to foster **real, strategic change** and help set long-term goals. We have **vacancies in** areas such as leadership, education, HR, Information Technology and marketing. **We welcome individuals from diverse backgrounds, including those under‑represented in school leadership**.

There is no need to be a parent, teacher or education expert as training in governance and how to use your skills will be provided.

**Your role in strategic leadership**

As a governor you will:

* **Set the vision, ethos, and strategic direction** of the school
* **Hold senior leadership to account** for pupil progress, staff performance, and overall quality
* **Oversee the use of resources**, including the budget and school premises
* **Join committees** such as Resources and support Appeal or Disciplinary panels

**Time commitment**

* Attend at least **three full board meetings per year** (most boards meet 4–6 times a year)
* You may be required to sit on **sub‑committees** or contribute to specific projects which can add to the time spent on school governance
* In addition to attending board and committee meetings, expect to spend a few hours a month reading documentation and attending school visits.

**What we’re looking for**

* Over 18 years old: This is the primary requirement.
* No specific educational background needed.
* You don’t need to be a parent.
* There is no need to have a senior role at work: Governors come from all walks of life.
* We ask that you have the *Commitment* and *Willingness* *to learn*: The most important qualities are a desire to improve the school and the ability to dedicate time to training and meetings. Training is available to help governors develop the skills they need.
* Diverse backgrounds: Governing bodies benefit from having governors with a range of skills and experiences.
* Reflect the local community: Schools often seek to have governors who represent the diversity of their community.

**What skills are helpful:**

* Soft skills: Collaboration, communication, leadership, negotiation and analytical skills are valuable.
* Specific skills include HR, legal expertise, an understanding of the curriculum, Information Technology and marketing.

**Who might be ineligible:**

* Registered pupils: Students at the school are typically not eligible.
* Parents elected to local authority or paid to work at the school: There may be restrictions for parents in these roles.
* Those disqualified under relevant rules: There are some general and specific grounds for disqualification, which can vary.

**Who might be eligible:**

* People aged 18 and above, eligible under statutory rules (e.g. not bankrupt, not disqualified) <https://governorsforschools.org.uk/welcome-to-school-governance/>
* Commitment of time and willingness to learn
* Strong interpersonal skills and a collaborative spirit

**What you’ll gain**

* The opportunity to **serve your community** and positively influence children’s educational outcomes
* Develop skills in **strategic thinking, financial oversight, decision-making**, and **chairing/committee work**—valuable in any profession
* Broaden your **network** and community connections
* Fulfilment of being part of one of the **largest volunteer workforces in the UK**

*“It’s fair to say that governance is incredibly rewarding. I now feel I am a part of something, able to make a difference and advocate in a way that no other volunteer role would enable me to.”*
— Nina Sharma, NGA member ([https://www.nga.org.uk](https://www.nga.org.uk/))

**Support and training**

* Our school uses governor resources from the National Governance Association (<https://www.nga.org.uk/> ) and The Key (<https://schoolleaders.thekeysupport.com/> )
* Local authority or school/trust-led training to develop confidence in key areas
* **Buddy scheme**—paired with an experienced governor

**Some FAQs**

| **Is this unpaid?** | Yes—governors serve voluntarily, but **travel or childcare expenses are normally reimbursed** |
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| **Do I need specialist skills?** | Not necessarily—all skills are valued; governing bodies seek a varied mix of talents  |
| **Must I live in the catchment area?** | Not necessarily — governors often come from broader geographical or relevant professions; but residency is helpful if you want to attend visits or networking events. |
| **I have no educational background—can I still help?** | Absolutely. We welcome **diverse professional backgrounds** to support well-rounded governance. |

**8. How to apply**

Please read the additional information documents and visit our school website [www.phoenix-primary.kent.sch.uk](http://www.phoenix-primary.kent.sch.uk) and if you feel this is something for you then please contact the School Business Manager, Diane Hall via email: dhall@phoenix-primary.kent.sch.uk. We will get back to you for a short chat and to arrange your visit to the school.

**We are committed to safeguarding and promoting the welfare of all our students. You are advised that this post is subject to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (Amendment) (England and Wales) Order 2020 and therefore this post is subject to an Enhanced Disclosure Application to the Disclosure and Barring Service (DBS). Please be aware that schools are also required to undertake online recruitment checks on shortlisted candidates under Keeping Children Safe in Education.**

**Apply today** to join our team and help guide the education and wellbeing of our future generations. We look forward to hearing from you!