



PROFESSIONAL SERVICES TRUSTEE MEMBER OF THE BOARD

FURTHER DETAILS

The Board values diversity of thought and is particularly keen to receive applications from staff who can bring different perspectives based on a range of experiential, demographic and personal attributes.

Essential qualities

- A strong personal commitment to Higher Education and the values, aims and objectives of the University.
- A willingness to participate actively in Board and Board Committee deliberations.
- A collegiate approach to participating in Board discussions.
- The capacity to question information and explanations supplied by officers of the University.
- Understanding that Board members take collective responsibility for decisions made by the Board.
- Honesty integrity and respect for confidentiality.
- An understanding of the importance of, and a commitment to, equality, diversity and inclusion.

Desirable qualities

- Governance experience and/or budget management experience
- A strong understanding of, and alignment with, the University's key strategic aims.
- Professional experience in supporting the delivery of the student and educational experience.
- A good understanding of the University operates and the UK Higher Education system including an appreciation of the national and international higher education environments.

Core responsibilities:

- To attend meetings regularly.
- To participate fully in Board of Trustees' debate and discussion, and to make your knowledge and experience available to the Board as the opportunity arises.
- Along with the other Trustees, to ensure that the University has a clear strategic direction and help to monitor/evaluate the University's delivery of that strategy.
- To attend training as required to carry out your role.
- Along with the other Trustees, to ensure that the University complies with its legal, regulatory and financial obligations.
- To act as an ambassador for the University, promoting its activities in the wider community.

Board of Trustees

The primary responsibilities of the Board of Trustees are set out in [Ordinance 1](#). All Board members are expected to comply with the role description and code of conduct as set out in Ordinance 1 of the [University Constitution](#).

Term of Office:

The appointment term will run from 1 November 2024 to 31 July 2027.

Time Commitment:

Members are expected to attend the meetings of the Board of Trustees, and to do preparatory work for each meeting by reading the paperwork supplied (this is sent at least 7 days in advance of the meeting). Line managers are expected to be supportive of this opportunity, and to make time available for the successful candidate to attend and prepare for meetings.

The meetings of the Board of Trustees for 2024/25 are set out below:

- 20 September 2024 (1 day)

- 22 November 2024 (1 day)
- 31 January 2025 (1 day)
- 27 March 2025 (1 day)
- 28 March 2025 (1 day)
- 23 May 2025 (1 day)
- 18 July 2025 (1 day)

You may also be asked to join one or more of the Committees of the Board of Trustees and this will involve a further 2-5 meetings and related preparation.

Application Deadline: Midnight on Thursday 8 August 2024, via short form CV (2 – 3 pages) and a personal statement outlining your suitability and interest to Helen.Cole@bristol.ac.uk

Interview Date: Shortlisted candidates will attend a 25-minute interview with a panel comprising of members of the University's Nominations Committee on Friday 13 September 11am-3pm. The successful candidate will be invited to attend the Board meeting on 20 September as an observer.