

## Co-Opted Governor Person Specification

<b>General</b>	<b>Essential / Desirable</b>
Commitment to improving education for all pupils	E
Ability to work in a professional manner as part of a team and take collective responsibility for decisions	E
Willingness to learn	E
Basic literacy and numeracy skills	E
Basic IT skills (i.e. word processing and email)	E
Self Motivation	E
<b>Understanding and/or experience of governance</b>	
Experience of being a board member in another sector or a governor/trustee in another school	D
Experience of chairing a board/ governing body or committee	D
Experience of professional leadership	D
<b>Vision and strategic planning</b>	
Understanding and experience of strategic planning	D
Ability to analyse and review complex issues objectively	E
Problem solving skills	E
Ability to propose and consider innovative solutions	E
<b>Holding the Head to account</b>	
Communication skills, including being able to discuss sensitive issues tactfully	E
Ability to understand data	D
Ability to question and challenge	E
Performance management/appraisal of someone else	D
<b>Commercial Skills</b>	
Financial planning/management (e.g. as part of your job)	D
Experience of premises and facilities management	D
Experience of procurement/purchasing	D
Human Resources expertise	D*
Legal expertise	D*
Experience of marketing/promotional activities/PR	D*
<b>Knowing your school and community</b>	
Links with the community	D
Links with local businesses	D
Working or volunteering with young people (e.g. teaching/social work/youth work/sports coaching/health services for young people)	D*
Connections with secondary school or pre-school	D*
Understanding of special educational needs	D

\* This recruitment process is specifically looking to attract applicants with at least one of these desirable skills