

The Role

The Board is responsible for the overall governance and strategic direction of Hutchesons' Grammar School. It develops the School's aims, objectives and goals in accordance with the governing document, legal and regulatory guidelines.

Main Responsibilities

- To determine the overall direction and development of the school through good governance and clear strategic planning.
- To ensure that the School and its representatives function within the legal and regulatory framework of the sector and in line with the school's governing document, continually striving for best practice in governance.
- To uphold the fiduciary duty invested in the position, undertaking such duties in a way that adds to public confidence and trust in the School.
- To be eligible for service as a trustee in line with the Charities and Trustee Investment (Scotland) Act 2005 (a declaration forms part of the application form).
- To maintain absolute confidentiality about all sensitive/ confidential information received in the course of Governors' responsibilities to the School.
- To analyse information, and when necessary, challenge constructively
- To cultivate an ethos of teamwork, respect, duty, selflessness, openness, personal integrity, objectivity, open-mindedness and fair judgement.

Main Duties

- Ensuring the School complies with legislative and regulatory requirements, and acts within the confines of its governing document and in furtherance to organisational activities contained therein.
- Acting in the best interest of the School, beneficiaries and future beneficiaries at all times.
- Promoting and developing the School in order for it to grow and maintain its relevance to society.
- Maintaining sound financial management of the School's resources, ensuring expenditure is in line with its objectives, and investment activities meet accepted standards and policies.
- Interviewing, appointing and monitoring the work and activities of the Senior Leadership Team.

- Ensuring the effective and efficient administration of the School and its resources, striving for best practice in good governance.
- Acting as a counter signatory where a cheque or application for funds is outside the delegated limits to Senior Managers.
- To maintain absolute confidentiality as above and to accord with the Conflicts of Interest Policy.

Person Specification

The Board welcomes applications from individuals with a broad range of backgrounds and experiences. Previous board experience is welcome but not essential.

Candidates should demonstrate:

Essential

- Commitment to the values, charitable purpose and educational mission of Huthesons' Grammar School.
- Strategic thinking and sound judgement.
- Strong interpersonal and communication skills.
- The ability to analyse information, ask constructive questions and contribute effectively to collective decision-making.
- Integrity, independence of thought and a commitment to good governance.
- Sufficient time to prepare for and attend Board and committee meetings.

Desirable

The Board is particularly interested in candidates with experience in one or more of the following areas:

- Finance, accounting or investment management
- Legal and regulatory affairs
- Human resources and organisational development
- Digital transformation, technology or cybersecurity
- Commercial, entrepreneurial or senior executive leadership experience

Trustees are expected to attend an annual Board Strategy Day, five Board meetings per annum

and will be allocated to at least one of the committees that meet four times per year. Meetings commence at 8.30am and will typically last around 1 -2 hours. It is not a requirement that Trustees live in or in the immediate vicinity of Glasgow. Trustees can and do make extremely valuable contributions remotely via the conferencing and meetings technology.

There are three Board Committees:

- Education & Safeguarding Committee
- Finance & Estates Committee
- Governance & Risk Committee

These Committees are supported by the Executive Committees:

- Human Resources Committee
- Health and Safety Committee
- Estates Committee
- Development, Marketing and Admissions Committee