



Governor Recruitment Spring 2026: HR Management / Employment Law

SKILLS SPECIFICATION

The Members of The Tiffin Girls' School Academy Trust are seeking to appoint a Governor for a four-year term of office, who is in, or has held, a senior position in the private or public sector and has good knowledge and experience of HR management/employment law. They should be a confident leader and have a strong commitment to selective girls' education and its role in enhancing social mobility and diversity.

Applicants should have experience of working with management on the recruitment, development, remuneration and retention of staff. The successful applicant will be a member of the Governing Board and the Governor Pay and Personnel Committee. Experience of chairing a board level committee would be beneficial.

The Pay and Personnel Committee is responsible for authorising changes to the school's staffing arrangements, reviewing and recommending to the Governing Board all school policies concerning staff, and approving pay recommendations for the Senior Leadership Team.

Successful applicants will be required to attend Governing Board meetings (at the school) three times a term, and Pay and Personnel Committee meetings (online) termly. In addition, Governors are invited to attend on-site visits during school hours, and there may be a requirement to join ad hoc meetings or take on a link governor role in support of the school's Strategic Development Plan.

The Tiffin Girls' School is an academy. The academy trust is a company limited by guarantee and an exempt charity. The charitable company's memorandum and articles of association are the primary governing documents of the academy trust. The Governors are Directors of the academy trust for the purposes of the Companies Act 2006 and Trustees for the purposes of Charities Act 2011. The Tiffin Girls' School meets the definition of a public benefit entity under FRS 102.

The Academy Trust Handbook provides an overarching framework for implementation of effective financial management and other controls for academy trusts and other publicly funded bodies. Compliance with the Handbook is a requirement of the funding agreement with the Secretary of State for Education.