



Governor Recruitment – Finance and Audit 2026

SKILLS SPECIFICATION

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 financial management and governance. 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 reviewing long term financial plans, including capital expenditure projects, reviewing and monitoring management accounts and cash flow forecasts, dealing with external auditors, reviewing risk assessments and tender processes for contract awards. A CCAB qualification and/or a good understanding of finances in the state education sector would be a definite advantage alongside knowledge of Health and Safety Compliance and Regulations.

The successful applicant will be a member of the Governor Finance and Contracts Committee and Audit and Risk Committee.

The remit of the Finance and Contracts Committee includes: ensuring that the school operates within the financial regulations of the Department for Education ('DfE'), the funding agreement with the DfE, the Companies Act and the Charities Commission; and making decisions, in consultation with the Headteacher, in respect of service agreements and tender awards in excess of the Headteacher's delegated authority.

The Audit and Risk Committee directs the programme of internal scrutiny, ensures that risks are being addressed appropriately, directs the scope of the work of the internal auditor, reports to the Governing Board on the adequacy of the internal control framework (financial and non-financial controls and management of risks, including health & safety) and advises the Governing Board on the appointment of internal and external auditors.

The Tiffin Girls' School is an academy. The academy trust is a company limited by guarantee with charitable status. The charitable company's memorandum and articles of association, and funding agreement, 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 2025 sets out the framework for academy trusts reflecting their status as companies, charities and public bodies. Compliance with the Handbook is a requirement of the funding agreement with the Secretary of State for Education.