**School governor advert template**

A template advert is provided below. Areas highlighted in yellow are for schools to complete. If you wish you are welcome to change other elements of the text to better reflect your specific requirements. Please return these to Alison Critchley at [schoolgovernor@portsmouthcc.gov.uk](mailto:schoolgovernor@portsmouthcc.gov.uk). Vacancies will then be posted on the [Portsmouth Together](https://volunteer.portsmouth.gov.uk/) website. This website can also be used to advertise other volunteer opportunities e.g. to hear children read.

School governor vacancy - [school], [address]

**Description**

[1 sentence description of the school. 1 sentence description of the number/type of governor sought.]

Being a school governor is a challenging but hugely rewarding role. It will give you the chance to make a real difference to young people, give something back to your local community and use and develop your skills in a board-level environment. As a governor you will be able to:

* Use your own experience of education and life beyond school to inform conversations
* Develop and utilise your skills in a board-level environment
* Make a valuable contribution to education and your community
* Support and challenge the school so that it improves for pupils and staff
* Bring your unique experiences, perspectives and insights in to decision-making in the interests of the school community

Governors set the aims and objectives for the school or group of schools and set the policies and targets for achieving those aims and objectives. They monitor and evaluate the progress the school is making and act as a source of challenge and support to the headteacher. In action, this means:

* Managing budgets and deciding how money is spent
* Engaging with pupils, staff, parents and the school community
* Sitting on panels and making decisions about things like pupil exclusions and staff disciplinary
* Addressing a range of education issues within the school including disadvantaged pupils, pupils with special needs, staff workload and teacher recruitment
* Looking at data and evidence to ask questions and have challenging conversations about the school
* Appointing and performance reviewing the head teacher and senior leaders, including making decisions about pay

For an informal conversation please contact [name and contact details e.g. for head teacher, clerk to governors or chair of governors]

**Skills**

Anyone aged over 18 can be a governor and you do not need to be a parent. There is no requirement for you to have an understanding of the education system, just the necessary skills, character and time to contribute. There is plenty of training available to help you learn about education.

Schools needs and benefit from a range of professional knowledge on their governing board including education, finance, human resources, legal, marketing and public relations, property and estates management, and organisational change. School name is currently particularly keen to bring governors with skills or experience in [school to add areas.]

It is also important that you have time to commit to the role. School governors typically attend 6-12 meetings per year, as well as making school visits and having background reading and training. [School specific information about number of meetings/ time of day/ day of week.]

**Other specific questions for school to answer**

Do you require governors to be DBS checked?

Do you reimburse expenses?