



The Recruitment of a new Parent Trustee to the Southport Learning Trust

Southport Learning Trust is wishing to appoint a new Parent Trustee with the appropriate skills to support the growth of its board. Initially we are looking to recruit from within the community of our four schools, Greenbank High School, Stanley High School, Maghull High School and Kew Woods Primary School. You must be a parent at one of the schools on 1st February 2021. Current Parent Governors on the school governing bodies are welcome to apply. The areas of expertise, skills and experience are summarised in the table on pages 2-3, which will support the growth of the Trust.

Trustees of Southport Learning Trust are both Trustees of the Trust as a charity and Directors of the Trust as a company limited by guarantee. The Charities Act 2011 defines charity trustees as the people responsible under the charity's governing document for controlling the administration and management of the charity, regardless of what they are called. They are known collectively as the Trustee Board. Under charity law the Trustees have the ultimate responsibility for directing the affairs of the Trust, and ensuring that it is solvent, well run and delivering the charitable outcomes for which it has been set up. In law, Trustees have several legal duties, which are often described as those of compliance, care and prudence.

Trustees work in partnership with the Chair of the Trust, other Trustees and the Trust's Leadership Team to provide a clear vision, mission and strategic direction for Southport Learning Trust to:

- Contribute to the development of the Trust's future strategic goals, ensuring that the best interests of pupils and local communities are always top of the agenda and that they are fully engaged throughout this period of change for the Trust;
- Ensure the highest standards of educational provision across all academies within the Trust, and that the leaders of the Trust and all academies are held to account to deliver outstanding outcomes for pupils;
- Ensure the highest levels of transparency, audit, governance and accountability in the education, corporate and financial affairs of the Trust;
- Provide strategic leadership and direction to the trust through oversight of and contribution to key strategy documents as well as by setting the strategic priorities;
- Have an awareness and understanding of the national policy context and of local needs for education;
- Develop and review the Trust's internal controls and an audit regime to ensure that these identify the risks and opportunities to enable the Trust to be sustainable and relevant for all of the stakeholders;
- Work with other directors in a supportive, helpful and constructive way to ensure the board is effective when it meets;
- Ensure that effective arrangements are in place to provide assurance on risk management, governance and internal control whilst ensuring openness and transparency in decision making;
- Ensure the Trust establishes key objectives and control and management frameworks to deliver the agreed plans, identifies and assesses the risk of achieving them and regularly monitors performance to ensure appropriate corrective action can be taken;
- Ensure consistent focus upon what is best for the Trust's schools and their students by providing challenge and advice to the Trust's Executive Leadership Team;
- Be familiar with the Articles of Association of the Trust and awareness of its powers, duties and objectives;
- Be familiar with and ensure compliance with the Trust's funding agreements and the Academies Financial Handbook published from time to time by the Education and Skills Funding Agency or its successor organisation;
- Be familiar with the code of conduct;
- Represent the Trust in a positive manner with national, regional or local bodies or individuals in order to enhance the position of the Trust;
- Lead or participate in relevant committees of the Trust;
- Contribute to the appointment and, if necessary, removal of the chair as well as participation in the recruitment and selection of future non-executive directors;

- Work as part of a team, and to accept shared responsibility and accountability, as well as to commit to undergoing a personal annual appraisal, reviewing own performance and that of board members, then to abide by its outcome in terms of personal development. Non-executive directors are subject to company legislation and are obliged to:
- Act within your powers (for example in accordance with agreements with the Department for Education);
- Promote the success of Southport Learning Trust;
- Exercise independent judgment;
- Exercise reasonable skill, care and diligence;
- Avoid conflicts of interest;
- Not to accept benefits from third parties; and declare any interest in transactions.

Recruitment Process

Interested candidates are asked to submit a CV and a one-page expression of interest letter addressed to the Chair of Southport Learning Trust, Dr Richard Hadji and emailed to the Clerk to the Trust at agouldbourne@southportlearningtrust.org by Friday 19th February 2021 outlining the skills you would bring to the board using the table below as a guide.

This is a voluntary position. If you would like an informal conversation regarding the role with the Executive Headteacher, Mr Ian Raikes, please email iraikes@southportlearningtrust.org to arrange a convenient time. You will be invited to an informal interview with the Chair of the Board, another Trustee and the Executive Headteacher.

Area of expertise Skills and experience

<p>Business / Executive Leadership</p> <p>Change management</p> <p>Growth Management</p> <p>Turnaround & Restructuring</p>	<p>Managing Director or Chief Executive level in a commercial or charity business with high revenue.</p> <p>Business Growth: managing business growth - commercial, retail or industry experience in growing a business, chain of businesses or franchises operating multiple sites, mergers and acquisitions.</p> <p>Head Office and Organisational Development: creating, growing and managing a head office, including driving up business efficiency in central services; experience overseeing the establishment of a regional or cluster structure.</p> <p>Consolidation: planning for consolidation or even downsizing including managing financial, personnel and reputational issues and consequences.</p> <p>Turnaround: managing transformation, delivering sustained improvement, managing risk.</p>
<p>Governance</p>	<p>Previous experience as chair: experience of chairing a board or a board committee, developing the people, process and committees of a board, holding colleagues to account and engaging fellow senior board members in change.</p> <p>Governance: experience in leading rigorous, independent board structures that are both compliant and effective either in a non-executive or large-scale operational context.</p> <p>Charity: experience operating within a large charity/not-for-profit organisation.</p>
<p>Risk Management</p>	<p>Strategic Risk Manager Role: The candidate could be from corporate, public sector, charity, financial, regulatory & compliance, or reputational perspectives. The key skill is the ability to consider the strategic risks and ensure that the impact and probability is understood and that effective mitigation and contingency strategies are in place across the Trust.</p>

HR / Organisation Development	<p>Personnel: skills to handle the personnel challenges of a large and growing staff body, including:-</p> <ul style="list-style-type: none"> • Reviewing the performance of multiple senior staff Remuneration decision-making to set leadership salaries • HR expertise in leading/supporting significant strategic change and operational reorganisation • HR and legal expertise to handle grievance cases or where redundancies are planned • Recruitment skills at a strategic leadership level to support growth, particularly in regions where recruitment is difficult • Succession planning where trustees or executive team is likely to retire or move on • Staff engagement and development.
Legal / Compliance Senior Legal Practice:	<p>Legal skills at partner level and above where you are likely to have legal issues such as sponsorship of new schools, land acquisition, complex personnel cases, regulatory challenges and complex contractual management. Compliance: expertise in corporate, charity or regulatory compliance. This skill set can also be linked to HR, Finance/Estates, where compliance needs are specific.</p>
Financial	<p>Financial Management: all trusts require independent scrutiny of financial planning and budgeting. Some trusts have specifically recruited people who have:</p> <ul style="list-style-type: none"> • Rebuilt a balanced budget from a deficit position/also associated with turnaround skills • Planned for sustainable growth, developing strategic financial plans • Had experience in overseeing or managing large budgets of a particular value, Audit experience, typically from a corporate context and often linked to compliance and regulatory, but also from audit roles in corporate and charity governance • Procurement expertise and efficiency change programmes and financial restructuring • Experience in bidding and securing grants.
IT / Estates / Asset Management Property and Capital:	<p>Architectural experience, building and capital development, facilities management, managing large scale, multi-site and/or disburse asset portfolios and/or change programmes. IT Change Programme: transforming and improving IT provision, implementing shared service models, delivering efficiency programmes through procurement and organisation wide systems integration.</p>
Marketing / PR	<p>Communications, Marketing and PR: skills to handle the stakeholder engagement challenges around large change, growth, reputational issues and improving parent and community engagement.</p>
Strategic Partnerships	<p>Developing Relationships: skills to strengthen and/or specifically develop new strategic sector / business relationships.</p>