



Person Specification

Duties:

- Prepare for and chair 4-6 Board meetings per year.
- Represent the Board at key meetings in Kent or the region.
- Work with support staff to plan and monitor activities.

We expect approximately 1-2 days per month commitment averaged across the year, but this is negotiable. Most of the work will be carried out remotely. The applicant's employers will need to understand and support this commitment.

Role:

Area	Core responsibility
Leadership	<ul style="list-style-type: none"> • Leading the Board – details below. • Supporting the Recommendation Implementation Groups (RIGs) and the Local Collaborative Partnership Areas to ensure they deliver the recommendations of the review and any future priorities that emerge from the Board.
Clarity of Purpose	<ul style="list-style-type: none"> • Ensuring the Board remains focussed on implementing the recommendations and responding to the changing needs of the post-16 sector in Kent. • To drive sector-wide collaboration to ensure the development of strong pathways for all young people in Kent. • Ensuring decisions made improve the options and life chances of Kent young people.
Cohesive Board	<p>The post-16 system in Kent is highly diverse and some areas are very competitive. The Chair will need to:</p> <ul style="list-style-type: none"> • Create productive relationships with and among individual Board members. • Create the environment for a high performing Board team.
Constructive Relationships	<ul style="list-style-type: none"> • Ensure relationships are developed between the Board and secretariat to ensure efficient working. • Act as an ambassador for the Board in Kent and beyond to support collaboration across the sector and grow the Board's influence. • Drive the relationships between the different PfA groups to ensure that the structure works well.

Supporting Decision Making	<ul style="list-style-type: none"> • Leading/steering the Board in identifying the key governance decisions to be made ensuring well founded decision-making. • Managing potential conflicts of interest to ensure probity is maintained and there is appropriate transparency.
Motivation and Style	<ul style="list-style-type: none"> • Committed to improving the options and life chances of Kent's young people. • Empowering others to develop and implement solutions to Kent's issues. • Collaborative to encourage the Board and sector to continue to collaborate.
Capacity to Lead	<ul style="list-style-type: none"> • Committed to the purpose of the Board. • Has enough time to devote to the role. • Clear about the role. • Capable of seeing the 'big picture'. • Capable of clarifying issues. • Capable of negotiating on difficult issues.
Personal Attributes	<ul style="list-style-type: none"> • Confident. • Reflective/listener – the Board/Chair cannot dictate and must listen to the diverse needs and views of the sector. • Open/innovative – 16 to 19 education is in a time of change and the Board/Chair must reflect that.
Ability to Advance the Cause of the Board.	<ul style="list-style-type: none"> • Willing to use connections to advance the work of the Board. • Possessing connection and influence with key people.
Knowledge	<ul style="list-style-type: none"> • An understanding of the post-16 sector in Kent. • Relevant national policy (skills/FE/qualification reform...).
Experience	<ul style="list-style-type: none"> • Leadership of significant educational projects and/or organisations. • Leadership connected to post 16-education or supporting education.