

# Trustee Essential Skills



**Each year the trustees self-assess themselves to ensure the board, as a whole, has the relevant skills required. Individuals may already have some of these skills or these can be developed by being on the board.**

## **Strategic Leadership**

- I am committed to improving education and welfare for all pupils.
- I understand current national education policy and the local education context.
- I have experience of strategic planning and applying this to set and preserve the culture of the organisation.
- I am committed to the organisation's vision and ethos.
- I am able to question and challenge, working as part of a team to identify viable options through collective decision making.
- I am able to work in a professional manner, avoiding conflicts, acting with transparency and integrity.
- I am confident I can identify when to seek independent/professional advice.
- I have experience of stakeholder management and engagement including communicating with and taking account of the views of parents and pupils.

## **Accountability**

- I understand the importance of collecting high quality data and have expertise using data to interpret/evaluate performance and identify trends to target improvement.
- I have experience of working with leaders to establish expectations for improvement and outcomes.
- I have experience of providing challenge to leaders on strategies for monitoring and improving behaviour and safety.
- I have an understanding of the board's duties in relation to safeguarding including Prevent
- I have an understanding of special education needs and disabilities (SEND).
- I have financial management expertise, with experience of funding allocation/budget monitoring and contributing to financial self-evaluation and efficiency drives.
- I have experience of basing funding decisions on organisational priorities and the ability to interpret financial data and question financial performance against strategic priorities.
- I have experience of HR policy and processes, including employment legislation, recruitment, performance management and pay.

## **People**

- I am willing to devote time, enthusiasm and effort to the duties of and responsibilities of a governor/trustee.
- I am a strong communicator and committed to building strong collaborative relationships.
- I am able to discuss sensitive issues with experience of conflict resolution and influencing consensus.
- I am able to demonstrate a commitment to ethical behaviour and values, honesty, independence of thought and sound judgement.
- I am committed to equal opportunities and the promotion of diversity.
- I am willing to reflect, listen and learn from a diversity of views, to receive and provide feedback and accept impartial advice.

## **Structures**

- I am familiar with the strategic nature of the board's functions and how this differs from and works with others including senior leaders.

## **Compliance**

I have experience of complying with legal, regulatory and financial frameworks and statutory guidance.

I understand and accept the legal duties, responsibilities of a governor/trustee.

Governing boards are responsible for ensuring schools comply with a whole range of legal responsibilities. I have experience ensuring legal compliance in this way and a commitment to understanding the full range of legal responsibilities.

I understand the importance of adhering to organisation policies e.g. on parental complaints or staff-discipline issues.

I have the confidence and ability to speak up when concerned about non-compliance.

## **Evaluation**

I am aware of my own strengths and weaknesses and committed to personal development.

# **Trustee Desirable Skills**

## **Strategic Leadership**

I have previous experience of being a board member in another sector or a governor/trustee in another school.

I have experience of chairing a board/governing board or committee.

I have experience of promoting community cohesion.

I am proficient in prioritising, assessing and mitigating risk.

I have experience of school sector risk management, including managing conflicts of interest/loyalty.

## **Accountability**

I have expertise in curriculum development, school assessment and progress/attainment.

I have experience of agreeing the range and format of information and data needed in order to hold leaders to account.

I have experience of procurement/purchasing.

I have experience of property and estate-management.

I have experience of school sector HR policy and processes.

I have experience of change management (overseeing a merger or an organisational restructure).

I have experience of preparing for and responding to external oversight.

I have experience of inspection and oversight in the school sector.

## **Structures**

I have experience of reviewing governance structures.

## **Evaluation**

I have experience of evaluating board decisions and am willing to contribute to board self-review.