



# **BOARD OF MANAGEMENT APPLICATION PACK**



**REAL PEOPLE REAL GLASGOW**



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# MAKE A REAL DIFFERENCE

At Glasgow Kelvin College we are committed to providing excellence in learning, supporting progression opportunities for our students and developing an enterprising spirit within our College. Here we offer a supportive and inspiring culture to allow our students to thrive and fulfill their ambitions.

We welcome applications from all candidates who share these values and are committed to delivering the best College experience for our students and communities.





# NOWHERE LIKE KELVIN

## **When we say ‘There’s nowhere like Kelvin’, we mean it.**

Glasgow Kelvin College has campuses strategically located in North and East Glasgow. Our catchment areas include some of the most disadvantaged postcode districts, not only in Scotland but in the UK and Europe.

Our primary challenge is to ensure individuals in these areas have access to relevant opportunities through education and skills development—essential for the recovery and growth of the Scottish economy.

The College operates with the scale and expertise needed to address the diverse needs of the region. By focusing on learner engagement, innovative delivery, and partnerships, we create transformative learning opportunities that drive social and economic change.

## **Strategic Priorities**

- Deliver an accessible, inclusive, high-quality learner experience.
- Foster a professional culture to support, retain, and develop a diverse, highly skilled workforce.
- Be the partner of choice for local employers and communities.
- Achieve and maintain financial viability.
- Maintain the highest standards of corporate governance and responsibility.

## **About Glasgow Kelvin College**

We provide high-quality further education, vocational training, and lifelong learning opportunities to the communities and businesses we serve. The College supports people to progress toward both full-time and part-time Higher and Further Education qualifications, either within the College or through outreach centres in the Glasgow area.

The College also offers bespoke training for local industries and businesses.

# OUR PRIORITIES

1. Deliver an accessible, inclusive, high-quality learner experience.
2. Foster a professional culture to support, retain, and develop a diverse, highly skilled workforce.
3. Be the partner of choice for local employers and communities.
4. Achieve and maintain financial stability.
5. Maintain the highest standards of corporate governance and responsibility.



# MESSAGE FROM THE CHAIR

## A message from the Chair of Board

It has been my pleasure and privilege to have been a member of a College Board in Glasgow since 2011 and for the last 6 and a half years I've been honoured to be Chair of the Board of Management of Glasgow Kelvin College.

Over the years I've been delighted to work with so many committed staff but also with many likeminded Board members. Members come to the Board with varying skills and experiences but what they all have in common is a commitment to enhance the life chances of our students by providing them with educational opportunities and an excellent student experience.

I view the role of a Board member as quite simply to both constructively challenge and support the Executive team in the College. It can be a challenging role at times, but it is also a rewarding role, and I know that I have learned many new skills in my time on College Boards.

If you value the role of Colleges and share the commitment to the mission and vision of Glasgow Kelvin College then I would encourage you apply to be a member of our Board.

Ian Patrick



# OUR BOARD

## Board of Management

The Board of Management is responsible for overseeing the governance of Glasgow Kelvin College. As a Board Member, you will help to set the College's strategic direction and values, ensuring strong management, financial oversight, and public accountability.

The Board ensures that the College adheres to the Financial Memorandum, maintaining stewardship of resources and delivering value for money.

The Board currently comprises:

- 13 Non-executive Members
- The Principal
- 2 Staff Members
- 2 Trade Union Members
- 2 Student Members

## Kelvin Senior Management Structure:

Principal: Joanna Campbell (from April 2025, following the retirement of Derek Smeall in March 2025).

Vice Principal Curriculum: Robin Ashton

Vice Principal Operations: Jeanette Evans



## OUR ROLE

Glasgow Kelvin College is dedicated to positively impacting the communities it serves. As a vital contributor to the region's educational landscape, we are committed to delivering life-changing learning experiences. Our role supports the regional strategy of creating an efficient and effective college system that increases access to education, meets the needs of employers, and contributes to both regional and national prosperity.

We are currently recruiting new members to our Board of Management to ensure it has a full complement of non-executive directors who can help guide the College through a challenging financial landscape while ensuring our mission remains at the heart of everything we do, and to build on the significant success the College has enjoyed.

## YOUR ROLE

We are looking for individuals who share our vision and values, and who are committed to the development and regeneration of North and East Glasgow. If you have a strong interest in the College's work in further and higher education, particularly in these communities, we encourage you to apply.

Our Board members bring diverse expertise from a variety of professional backgrounds. We are especially interested in individuals with experience of working within our communities, those with a financial or accounting background, or those whose professional experience aligns with, and can contribute to, advancing our strategic priorities.







# YOUR APPOINTMENT

## Board Member Responsibilities

Your appointment will include the following responsibilities

- Helping to lead the College, setting its strategic direction and values.
- Driving the ethos of the College to deliver a positive student experience
- Ensuring effective management and financial controls are in place that secure value for money and the efficient use of resources

Meetings are typically held **five times a year in person and usually commence at 4:30pm**. Members normally also serve on at least one **Standing Committee**. These meetings are normally scheduled at 5:00pm and are held both online and in-person.

For more information about the Board, please visit the Board of Management pages on our website: [www.glasgowkelvin.ac.uk](http://www.glasgowkelvin.ac.uk)

Board members must adhere to the highest standards of behaviour, as defined by the Scottish Government's principles of public life:

- Duty/Public Service
- Selflessness
- Integrity
- Objectivity
- Accountability and Stewardship
- Openness
- Honesty
- Leadership
- Respect

Board members must act in the interest of the College as a whole, and not as a representative of any particular group, including staff or students. Members must also be aware of their role as Charity Trustees. Further guidance is available in the "Guide for Board Members in the College Sector." In addition, members are expected to follow the College's Code of Conduct and the Code of Good Governance for Scotland's Colleges. For more information, visit Glasgow Kelvin College Code of Conduct and GCRB Code of Conduct

## Time Commitment

- Attend approximately five Board meetings per academic year.
- Serve on at least one standing committee, which meets four times per year.
- Engage in Board sessions, functions, and other College events.
- Estimated time commitment: 12 hours per month (including reading papers).

## Remuneration

Membership of the Board is voluntary and unpaid; however, reasonable expenses will be reimbursed.

## Period of Appointment

Up to 4 years.



# YOUR SKILLS

## Skills, Expertise, and Experience

We are looking for individuals with:

- A general interest in post-school education, particularly in further and higher education.
- Relevant experience and skills that will enable you to contribute significantly to the governance of the College.
- We particularly encourage applications from under-represented groups, including women, people from ethnic minority backgrounds, and individuals with disabilities.

## Person Specification

Essential Characteristics:

- Ability to dedicate the time to the role.
- Commitment to effective governance and the Nine Principles of Public Life.
- Eligible to undertake responsibilities as a Trustee of a Scottish Charity.
- Participation in the Safeguarding Scheme under the Protection of Vulnerable Groups (Scotland) Act 2007.

Desirable Characteristics:

- Strong written and verbal communication skills.
- Analytical skills to interpret complex data.
- Familiarity with the North and East Glasgow communities.
- Interest in supporting public service development.

# THE PROCESS

## Application Process

To apply, please submit:

1. A statement demonstrating how your skills and experience meet the published criteria.
2. A CV or short career history (no more than two pages).

We accept applications in various formats, including audio, Braille, and large print. We will also consider any disability-related reasonable adjustments to help you fully participate in the selection process.

## Application Dates

Applications open - **Monday 13th January 2025**

Applications close - **Friday 31st January 2025**

## Equal Opportunities

Glasgow Kelvin College is committed to equality and welcomes applications from individuals of all backgrounds. We actively encourage applications from under-represented groups. For more information, visit:

- <https://www.glasgowkelvin.ac.uk/more/equality-inclusion-diversity-and-belonging/>

The Board of Management of Glasgow Kelvin College is a Scottish Registered Charity, Registration no. SC021207.

## Our Vision and Mission

Vision: Transforming lives through education.

Mission: Glasgow Kelvin College will enhance learners' aspirations, careers, and lives through accessible, inclusive, and high-quality lifelong learning.

**NOWHERE  
LIKE  
KELVIN**

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123 Flemington St  
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G31 3SR

Easterhouse Campus:  
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