

Board Governance Adviser

17.5 hours per week

Ayr Campus, Permanent

£39,492 per annum, pro rata

Reference: REQ00667

The position of Board Governance Adviser involves planning and coordinating all aspects of the annual Board of Management and Committee meeting cycle and ensuring that the members of the Board of Management have access to the necessary information and resources to support their activities.

The Board Governance Adviser also supports the Chair, the Board of Management and the Executive Leadership Team in ensuring compliance with all relevant legislation and governance requirements in order to enable the College to deliver its strategic aims and objectives. The post holder will provide sound, well-researched, independent and impartial advice and guidance to the Board, and will support the Board in evaluating their effectiveness on an annual basis.

You will be qualified to first degree level, or equivalent, and preferably hold full membership of a professional association, or body, which is relevant to the duties of the post. You should have demonstrable knowledge of The Good Governance Standards for Public Services/Principles of Public Life and knowledge of the legal framework in which the Board operates. Excellent communication, interpersonal and influencing skills are also an essential requirement in order to achieve effective working relationships with both internal and external stakeholders.

The post will be based in the Ayr Campus however, travel to all other campuses will be required. The College is also piloting a hybrid working policy.

Initial informal enquiries should be made to the HR Team by email at ayrshirecollegecareers@ayrshire.ac.uk

Application Procedure

To apply for the post, please visit <https://careers.ayrshire.ac.uk/>. If you require any further assistance, please contact the HR team via ayrshirecollegecareers@ayrshire.ac.uk

The closing date for applications is 26 February 2023.

Thank you for your interest in pursuing a career with Ayrshire College.

