**Role Description**

**Post:** Diocesan Board of Education Member

**Key purpose of the role:**

To be an active and integral member of the Diocesan Board of Education (DBE)

**Main Duties and Responsibilities:**

* To promote or assist in the promotion of education in the diocese, being education which is consistent with the faith and practice of the Church of England;
* To promote or assist in the promotion of religious education and religious worship in schools in the diocese;
* To promote or assist in the promotion of church schools in the diocese and to advise the governors of such schools and trustees of church educational endowments and any other body or person concerned on any matter affecting church schools in the diocese;
* To promote cooperation between the Board and bodies or persons concerned in any respect with education in the diocese;
* Working with members of the Board of Education and its committees to shape strategic purpose, policy objectives and direction for the future of the Church of England schools and academies within the diocese and schools within the extended church school family, for the short, medium and long term, in consultation with the director and staff.
* To support the Board in ensuring it fulfils its responsibilities and that the Board pursues its objects as defined in the Diocesan Boards of Education Measure (1991).
* To ensure compliance with charity law and any other relevant legislation or regulations.
* To hold the Education function to account in ensuring the strategic direction agreed by the Board is translated into appropriately resourced activity and monitoring the progress of its objectives, thus achieving the mission of the organisation.
* Ensuring that appropriate resources (personnel, financial, material) are secured and deployed effectively in order to effectively fulfil the Board’s objectives, goals and values.
* Ensuring that the Board annually reviews its structure, role, relationship to staff and implements agreed change as necessary.

**Personal Qualities Required:**

* Have a strong commitment to church schools and the work of the DBE and the values, aims and objectives of the Diocese.
* Have a deep awareness of the changing world of Education.
* Able to act fairly and impartially in the interests of the Diocese and the DBE, using independent judgement and confidentiality as appropriate.
* Attend all meetings of which he/she is Member, or give timely apologies if absence is unavoidable.
* Make him/herself available to attend induction/training events organised by the Diocese.
* Have a passion for furthering the mission of the church within the Diocese.
* Be able to think strategically about both finance and mission.
* Ability to listen, to identify the salient issues and contribute to discussion with confidence.
* Ability to reflect and contribute something of personal wisdom.
* Ability to think strategically and to evaluate proposals.
* Be used to working collaboratively with both staff and volunteers.