



JOB DESCRIPTION AND PERSON SPECIFICATION FOR MEMBERS

(INCORPORATING A CODE OF CONDUCT AND ROLE RESPONSIBILITIES)

Job title:	Member of the Agora Learning Partnership
Location:	<ul style="list-style-type: none">▪ Member meetings are held in Hertfordshire
Time commitment:	<ul style="list-style-type: none">▪ Two Member meetings a year on average (AGM and part attendance at Trust Board away day)▪ Remote involvement via email/telephone▪ Involvement in the recruitment of Trustees, as required
Salary range:	Voluntary
Term of office:	Indefinite

Job purpose:

The Members have ultimate responsibility for the Trust achieving its charitable objectives, and are accountable to the Secretary of State for the overall performance of the Trust.



VISION

Our vision is to be one of the highest performing and constantly improving Trusts in the country with capacity and capability to support others for the benefit of all children.

We aim to achieve our vision by bringing together a range of unique schools, each with their own ethos, strengths and areas for development to work together, learn together and succeed together in achieving the very best outcomes for every single child in every single academy.

Work together, learn together, succeed together

The Agora Learning Partnership aims to be a cutting edge Trust, at the forefront of educational thinking, employing experienced and effective staff with vision and an appetite for innovation that can maximise learning and transform children's lives.

As the employer of all staff across the Trust, we want to drive improvement further and faster and to also improve the efficiency of our academies through shared resource and collective procurement. Our drive is to ensure every academy in our Trust is judged as good or outstanding and provides a well-planned, broad and balanced curriculum that equips all pupils with the confidence, ambition and team working skills to succeed throughout their lives.

The Agora Learning Partnership's Members and Trustees are accountable for the educational outcomes of every child in every academy in the Trust, and the overall combined success of the MAT, including its financial viability, sustainability and integrity. We ensure that our Trust's sense of responsibility and accountability for every child's success permeates through all our academies, every department, every Academy Governing Board (AGB) and every member of staff.

UNDERPINNING PRINCIPLES

The Agora Learning Partnership adheres to the principles of:

1. Putting children first to ensure all children educated within the Trust enjoy school and receive the best education possible
2. Ensuring that every school within the Trust performs to a level that is good or outstanding and remains consistently viable both in outcomes for children and financial stability
3. 'Incubating innovation' - ensuring that there is a commitment by all schools within the Trust to work in a collaborative way; sharing ideas and expertise and encouraging research and innovation
4. Ensuring opportunities to develop and motivate staff through CPD and career progression pathways



5. Respecting each school's individuality, ethos and autonomy so that local decision making is at the heart of school improvement and ensuring that intervention by the Trust board is in proportion to each school's performance

GOVERNANCE

The Members of an academy Trust have a different status from the Trustees. The Members are the subscribers to the Trust's memorandum of association, and any other individuals permitted to become Members under its articles of association. Members have an overview of the governance arrangements of the Trust and have the power to appoint Trustees and remove these Trustees.

The DfE requires Trusts to have at least three Members, but preferably at least five Members in total, as this:

- ensures enough Members can take decisions via special resolution (which requires 75% of Members to agree) without requiring unanimity
- facilitates majority decisions being taken by ordinary resolution (which requires a majority of Members to agree)

The Agora Learning Partnership's governance structure has a distinction between the individuals who are Members and those who are Trustees. Currently only one Member is also a Trustee. This enables Members who are independent of the Trustees to provide challenge and scrutiny to the board.

ROLE

The role of the Members is to:

1. Ensure that the objectives of the Trust, as set out in the articles of association, are met
2. Ensure that the income and property of the Trust are used only to promote these objectives
3. Promote the values and vision of the Trust
4. Oversee the governance arrangements of the Trust
5. Take part in annual and extraordinary general meetings
6. Receive accounts
7. Sign off/amend the Articles of Association



8. Appoint the Trustees under Article 50 of the Trust's Articles of Association
9. Remove the Trustees under Article 50 of the Trust's Articles of Association
10. Establish clear and effective lines of communication with Trustees in order to effectively undertake Members' responsibilities

APPOINTMENT OF MEMBERS

An appointment process has been agreed by Members and Trustees.

Employees of the Trust cannot be appointed as Members. Members comprise the original signatories of the Memorandum. Members can, by special resolution, appoint and remove additional Members (under Article 15A). Members may also agree unanimously to remove any Member who is a signatory, see Articles 12 to 16 for further detail.

There is no specific term of office for Members; once a person has been appointed as a Member, he or she remains one indefinitely, until a specific event occurs. Article 18 allows for any Member to resign by handing a signed notice to the Trust or his or her membership may be terminated under Article 15. A Member ceases to hold his or her post once the Trust receives the notice. However, the articles state that the resignation cannot take effect if it results in the number of Members being less than three, unless the resignation is accompanied by the appointment of a replacement Member.

BOARD OF TRUSTEES

Members receive agendas and minutes sent to Trustees for board meetings, which Members are entitled to attend and at which they have speaking rights but no voting rights (unless they are also a Trustee); Members may also be invited to committee and working party meetings. Members should be in an informed position so that they can provide objective challenge, without necessarily taking an active role in Board decisions and operations.

PERSON SPECIFICATION

Personal qualities and values:

- A desire to create positive change for young people
- A commitment to the principles, aims and objectives of the Trust
- A willingness to devote time and effort
- An ability to work effectively in a team while contributing an independent perspective



- An ability to build productive and supportive professional relationships and be ready to ask pertinent questions;
- A commitment to the Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership
- A commitment to equal opportunities and anti-discriminatory practice
- A commitment to safeguarding young people
- Reliability and integrity

Education and training:

- A record of continuous professional development
- Educated to higher level in professional area of expertise

Experience:

- Experience of driving positive change
- Experience in leadership and management
- Professional experience in education / accountancy/ finance / business / HR / marketing/law

Knowledge:

- An understanding and acceptance of legal duties, responsibilities and liabilities of membership

Skills:

- Strategic vision
- An ability to think creatively
- Good, independent judgement
- An ability to use financial and workforce data to inform decision-making

LEGAL REQUIREMENTS

Individuals who are not able to make the following declarations may not serve as a Member:

- I am not disqualified from acting as a charity Trustee/Member
- I have not been convicted of an offence involving deception or dishonesty (or any such conviction is legally regarded as "spent")
- I have not been involved in tax fraud or other fraudulent behaviour including misrepresentation and/or identity theft



- I have not used a tax avoidance scheme featuring charitable reliefs or using a charity to facilitate the avoidance
- I am not an undischarged bankrupt
- I have not made compositions or arrangements with my creditors from which I have not been discharged
- I have not been removed from serving as a charity Trustee/Member, or been stopped from acting in a management position within a charity
- I have not been disqualified from serving as a company director
- I am not included in the list kept by the Secretary of State for Education under s1 of the Protection of Children Act 1999 (or equivalent) or have ever been disqualified from working with children or serving on a governing body of a school
- I am able to provide a valid Disclosure and Barring Service Certificate under the Protection of Freedoms Act 2012 which does not disclose any reason why I should be unsuitable for working with children