



## Governing Body Skills Audit for Southwell & Nottingham Diocese

This audit tool is recommended as it also includes the skill sets required by foundation governors.

<b>Experience, skills and other attributes</b>	<b>Level of experience/skill: rate on scale of 1 (none) to 5 (extensive) Do remember to think about all the situations in which you may have developed/used these skills</b>				
	1	2	3	4	5
<b>Essential for all governors/trustees</b>					
Commitment to improving education for all pupils					
Ability to work in a professional manner as part of a team and take collective responsibility for decisions					
Willingness to learn					
Commitment to the school's vision and ethos					
Basic literacy and numeracy skills					
Basic IT skills (i.e. word processing and email)					
<b>Should exist across the governing body</b>					
<b>Understanding and/or experience of governance</b>					
Experience of being a board member in another sector or a governor/trustee in another school					
Experience of chairing a board/ governing body or committee					
Experience of professional leadership					
<b>Vision and strategic planning</b>					
Understanding and experience of strategic planning					
Ability to analyse and review complex issues objectively					
Problem solving skills					
Ability to propose and consider innovative solutions					
Change management (e.g. overseeing a merger or an organisational restructure, changing careers)					
Understanding of current education policy					

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	1	2	3	4	5
<b>Holding the head to account</b>					
Communication skills, including being able to discuss sensitive issues tactfully					
Ability to analyse data					
Ability to question and challenge					
Experience of project management					
Performance management/appraisal of someone else					
Experience of being performance managed/appraised yourself					
<b>Financial oversight</b>					
Financial planning/management (e.g. as part of your job)					
Experience of procurement/purchasing					
Experience of premises and facilities management					
<b>Knowing your school and community</b>					
Links with the community					
Links with local businesses					
Knowledge of the local/regional economy					
Working or volunteering with young people (e.g. teaching/social work/youth work/sports coaching/health services for young people)					
Understanding of special educational needs					
<b>Foundation Governor Skills</b>					
Understanding of church school status					
Knowledge of how to develop the Christian distinctiveness of the school					
Ability to promote church and school links					
Commitment to the Christian Ethos of the School					

Please state whether you are a practising Christian and which Church you belong to?