

**Diocesan Governor Appointments**

**Applicant(s)**

3. Complete the Diocesan application and eligibility paperwork.
4. Send application paperwork (electronically) to chair of governors.

**Chair of Governors**

5. Complete **PART B** of the application paperwork . Ask ex-officio governor to indicate their support by signing the paperwork.
6. **DBE or Ex-OFFICIO** nomination—Send paperwork to DGO.  
**PCC** nomination—send paperwork to PCC, ask them to send paperwork onto DGO, once they have made their decision.

**Headteacher  
Chair of Governors  
Clerk to the LGB/GB  
Ex-officio Governors**

1. Notify DGO of any new applicants or existing Diocesan governors wishing to be reappointed.

**Diocesan Governance Officer (D.G.O)**

2. Send Diocesan application paperwork to applicant.
7. Progress DBE/Ex-officio appointment or note PCC appointment on DBE papers
8. Inform Governor Services, headteachers, C of G, ex-officio governor of appointment.
9. Send out appointment letter

2. Diocesan Governor **Appointment** Process applies to:-

**All Maintained Church Schools (VA & VC)**

**Leverton C of E Academy**

**Queen Elizabeth Academy**

Church appointing bodies are the Diocesan Board of Education (DBE), Parochial Church Councils (PCC), the Archdeacons of Nottm and Newark (ex-officio governors)

**Contact Details for the Diocesan Governance Officer:** [alison.jacobson@southwell.anglican.org](mailto:alison.jacobson@southwell.anglican.org) or tel: **01636 817230**