



Chair of Governors

Role Profile

Port Regis' Governing Body, known as the Council of Management, consists of 14 Governors. It has five Committees reporting to it, each with its own Chair – Education, Wellbeing and Safeguarding, Governance, Finance and Marketing & Admissions.

The Council of Management is seeking to appoint a Chair of Governors to join its already strong team.

Start date

September 2026

Purpose of the role

The Chair of Governors will provide strategic leadership to the Council of Management and ensure that the school's vision, values, ethos and long-term sustainability are upheld. The Chair will work in close partnership with the Headmaster and Bursar to support, challenge and hold senior leadership to account, while ensuring high standards of governance, compliance and educational excellence are met.

Responsibilities

- Provide effective leadership to the Council of Management, fostering a culture of trust, collaboration and accountability
- Working with the Clerk to the Governors, the Chair will set the agenda for the Council of Management meetings
- To Chair meetings ensuring that they are conducted effectively and inclusively
- To create an atmosphere of open, honest, inclusive discussion, fostering a supportive working culture amongst key stakeholders
- Lead the evaluation and ongoing development of the Council of Managements effectiveness
- Lead the Council of Management in setting and reviewing the school's strategic direction, aims and values
- Ensure the school's long term financial sustainability and risk management are robust
- Oversee governance of educational standards, pupil wellbeing, safeguarding and pastoral care
- Oversee key areas such as finance, marketing, legal matters, health and safety and human resources depending on expertise
- Ensure the compliance with all relevant legal, regulatory and ISI inspection requirements
- Support, advise and challenge the Headmaster in the delivery of the school's strategy
- Lead the Headmaster's appraisal process and oversee performance management arrangements
- Act as an ambassador for the school within the wider community and stakeholder groups
- Champion the school's reputation, ethos and values

- Engage constructively with parents, alumni and other key stakeholders when appropriate
- Ensure clear governance structures, policies and delegated responsibilities are in place
- Work closely with the committee chairs to ensure effective committee operation
- Ensure safeguarding responsibilities are understood, prioritised and effectively monitored
- Lead succession planning for governors, including the appointment of future Chairs
- Attend some school events and monitoring exercises as requested

Personal Specification

- Significant leadership experience, ideally at board or senior executive level
- Strong understanding of governance, strategy and accountability
- Strong team player with the ability to build effective relationships with senior leaders and governors
- Excellent communication facilitation and decision-making skills
- High level of integrity, discretion and sound judgment
- Patience and a sense of humour
- Flexible and calm under pressure

Desirable

- Previous experience as a school governor or Chair
- Understanding of the independent school sector
- Financial, legal or educational expertise
- Experience of leading organisations through change
- The Chair would preferably be local to the school so that they can attend and actively participate in the Council of Management meetings, primarily face to face

Remuneration

- This role is a voluntary role, offering the rewarding chance to impact young people's education and shape their future
- Initial Term of Office – 3 years

General

- The job description is a general outline of the role's duties and responsibilities and may be amended as the School develops and the role grows. The post holder may be required to undertake other duties as reasonably required from time to time
- The post holder will be required to adhere to the School's policies and procedures as issued from time to time and available on the School's compliance system, iAMCompliant
- Comply with statutory requirements for example the Health and Safety at Work Act, the Data Protection Act and School policies and procedures in this regard including carrying out and implementing risk assessments as required
- Adhere to the school's training requirements

Application Procedure

If you feel you can meet the requirements of the post, we would be delighted to hear from you. Please send initial expressions of interest to Clair Beaty-Pownall at peopleteam@portregis.com or via post to Port Regis, Motcombe Park, Shaftesbury, Dorset SP7 9QA at your earliest convenience and **by 12.00, Friday 10th April 2026**.

Diversity and Inclusion

Port Regis is committed to equality, diversity and inclusion. We encourage applications from a diverse range of suitably qualified candidates, including candidates wishing to work flexibly or requiring reasonable adjustments.

Safeguarding

Port Regis School is committed to safeguarding and promoting the welfare of children and young people. Applicants must undergo child protection screening, including checks with past employers and the Disclosure and Barring Service.