

Inspiring Choices

Advisory Board Chair - Recruitment Pack

Introduction

Louisa Dobson, Head of Inspiring Choices Programme

Hello, and thank you for your interest in the role of Chair of the Advisory Board for Inspiring Choices.

The role of the advisory board is to support achievement of the national ambition of Uni Connect to work collaboratively to identify and address low rates of progression to higher education (HE) by young and adult learners from backgrounds underrepresented in HE. The board is comprised of experienced and knowledgeable individuals who provide support and challenge to the programme on key decisions.

This briefing pack contains more details about the programme, including the Advisory Board terms of reference, and role description.

Applicants should send their curriculum vitae, a supporting statement outlining why they are interested in the role and how their knowledge and experience relate to the role description, and an equal opportunity monitoring form to gov.compliance@yorks.ac.uk. The deadline for applications is close of midnight on the 11th November 2024. Interviews will be held on the 28th November 2024 at York St John University.

Requests for further information should be sent to Kathryn Kendon, York St John University's University Secretary & Registrar, at gov.compliance@yorks.ac.uk.

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Role description

Overview

The Chair is expected to always be a positive ambassador for The Programme

The role of Chair is voluntary and unremunerated, though out of pocket expenses may be claimed as appropriate (eg. travel, subsistence) with the agreement of the Programme Lead.

Conducting the required duties will vary considerably from one week to another and will be between 5 - 10 days in total. The appointed Chair should keep their workload under review.

Knowledge and understanding of the widening participation agenda, and the school/college environment in York and North Yorkshire is essential. Previous experience gained in board level leadership roles in complex organisations is desirable, but it is equally important that you share our values and can relate well to people at all levels. It is essential that you are able to work in a collegiate way, providing both constructive challenge and support through some difficult decisions.

Primary duties and responsibilities

- Chair all meetings of the Advisory Board, and make arrangements with regard to other commitments to ensure that will happen.
- Meet at least twice per calendar year with the Programme Team accompanied by the Head of Programme.
- Meet at least once per year with the Head of York St John University (normally the Vice Chancellor), and also separately with the York St John University Head accompanied by the Inspiring Choices Head of Programme.
- Engage in regular correspondence/communication with the Inspiring Choices Head of Programme, and with the Office for Students as appropriate and necessary, to discuss matters of strategic significance to the programme.

Terms of Reference

Overview

The overarching aim of the Advisory Board is to support achievement of the national ambition to work collaboratively to identify and address low rates of progression to higher education (HE) by young and adult learners from backgrounds underrepresented in HE.

Membership

The Inspiring Choices Advisory Board (ICAB) will comprise of delegates who will represent stakeholders from the wider inspiring choices partnership as follows:

- Independent Chair
- University representatives
- College/School representatives
- Careers/LEP representatives
- Local Authority representatives
- Third sector representatives
- Higher York Members

The following will attend without a vote:

- Inspiring Choices Programme Manager (Secretary, in attendance)
- Senior members of the Inspiring Choices team (as appropriate)

Members of the Advisory Board may delegate attendance as appropriate, though it is expected that these will be senior members of their respective organisations with authority to take relevant decisions. The board may co-opt additional members and invite other parties to attend its meetings as appropriate.

At least two thirds of total members need to attend for a meeting to be quorate. It is expected that full consensus will be sought on all matters, but where a vote is necessary a simple majority will be deemed sufficient to pass the motion concerned.

The board will be serviced by a minute taker drawn from the Inspiring Choices team.

Meetings

The Advisory Board will meet once each term (three meetings per annum).

Remit

- To approve the Operating plan, consider progress against it, and to advise on alterations as appropriate
- To provide external support and challenge to the Inspiring Choices Team
- To receive termly reports from the Inspiring Choices Programme Manager
- To receive budget forecasts and financial monitoring
- To review progress against agreed milestones
- To receive summary updates on staff employed through the Uni Connect programme.
- To approve the Monitoring Return
- To contribute to Advisory Board discussions, knowledge of wider debates, policy, and practice in the field of access to success and participation in HE
- To provide knowledge of local situations, data and other relevant evidence to inform discussions and deliberations

Strategy 2024-2025

Mission

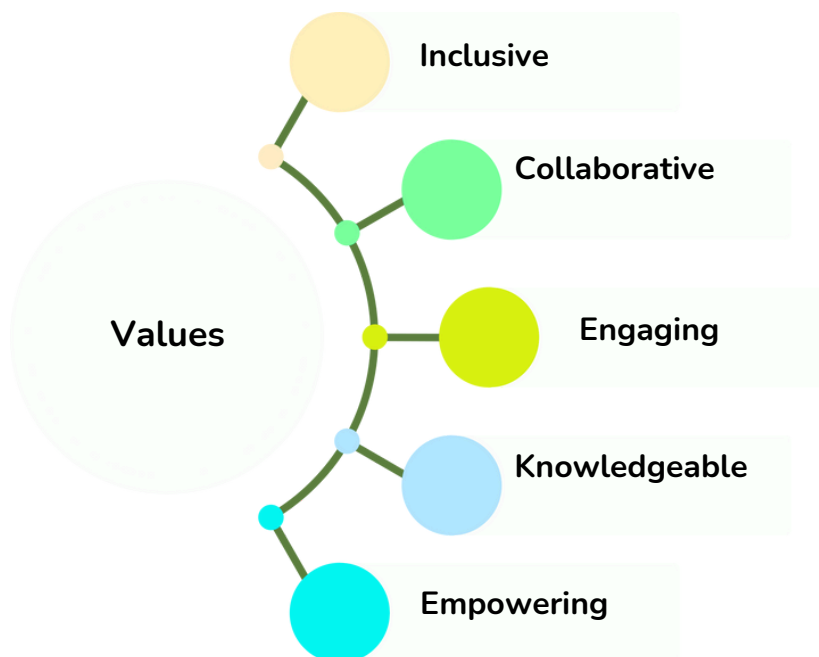
Our mission is to support young people living in York and North Yorkshire to achieve their ambitions by helping remove academic, financial and cultural barriers to higher education.

Values

Our vision is to deliver an engaging programme of activity that will empower young people in York and North Yorkshire to develop their knowledge of higher education, build their confidence and to develop academic skills leading to their continued success in education.

Purpose

To reduce the gap in higher education participation between the most and least represented groups.



Objectives and Goals

Strategic Outreach

Projects for discrete groups of young people in York and North Yorkshire whose lived experiences may cause additional barriers to educational and career progression. This includes young People with SEND, Care Experienced young people, military service children, and young carers.

Attainment Raising

Projects which focus on developing academic skills and subject knowledge so that attainment of young people is not a barrier to HE progression. Delivered primarily to schools and colleges with low attainment-8 and progress-8 scores, or in geographical areas where KS2 and KS3 educational outcomes are low.

Higher Education Outreach

Workshops on a range of HE and employability topics delivered either in school or on an HE campus. Delivered primarily to schools and colleges in geographic areas in York and North Yorkshire where participation in higher education is low or lower than expected given local GCSE attainment.

