

# THE UNIVERSITY OF HUDDERSFIELD

## CHAIR OF UNIVERSITY COUNCIL

### ROLE DESCRIPTION

#### **Main objective**

To lead the University Council and enable it to work in an effective and efficient manner in accordance with its terms of reference and the University's Instrument and Articles of Government.

#### **Duties and responsibilities**

- To ensure that Members work together effectively and observe Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.
- To provide leadership to the Council in determining the effective and efficient use of resources, ensuring the solvency of the University and its subsidiaries and safeguarding their assets.
- To enable the Council to provide firm strategic direction to the University, setting overall policy, defining goals and setting targets and evaluating performance against key performance indicators.
- To have a constructive and challenging working relationship with the Vice Chancellor.
- To ensure that the Council discusses issues it needs to discuss and dispatches its responsibilities in a business-like way ensuring decisions taken are implemented.
- To ensure that Committees play a central role in the proper conduct of Council business and report back as necessary.
- To Chair or attend ad hoc Committees and working groups.
- To use independent judgement and ensure that Council business is not influenced by any relationship internal or external which could interfere with impartial decision-making and the principles of public life.
- To act fairly and impartially maintaining confidentiality.
- To ensure that the performance of the Council, its Committees and Members are evaluated each year and that the development needs of Members are identified and addressed to enhance effectiveness.
- To appraise annually the performance of the Vice Chancellor and University Secretary.
- To monitor the performance of the Council and its Committees and evaluate the performance of Members.
- To ensure that agendas are set and meetings are held according to the Council's terms of reference.
- To resolve any conflict within the Council liaising with Members and officers of the University to ensure the best interests of the University are paramount.
- To be able to devote time to attend Council and Committee meetings on a regular basis and undertake training and induction sessions.
- To sign the annual accounts on behalf of the University Council.
- To represent the Council and the University from time to time at award ceremonies, conferences, functions and meetings, and act as spokesperson when required.