THE UNIVERSITY OF HUDDERSFIELD

MEMBER OF UNIVERSITY COUNCIL/COMMITTEE

ROLE DESCRIPTION

Main objectives

To be able to devote time to attend Council and Committee meetings on a regular basis and undertake training and induction sessions.

To have a specialist knowledge of the work of one of the University Council Committees and be willing to share expertise.

Duties and responsibilities

• To work with fellow University Council and Committee Members effectively and to observe Nolan’s seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

• To participate in strategic planning and ensure policy formulation, target setting, monitoring and evaluation of performance, and decisions taken are implemented.

• To ensure that the University acts at all times in line with its Statutory Instrument and Articles of Government and all other legal and funding requirements.

• To be familiar with and be committed to the University Council’s and relevant Committee’s terms of reference and the University’s Instrument and Articles of Government.

• To use independent judgement and declare 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 help resolve any conflict within the Council or Committee, liaising with Members and officers of the University to ensure the best interests of the University are paramount.

• To ensure all information and papers needed to make a sound decision are received and that these are read and understood.

• To attend meetings regularly, and to contribute to rational and constructive discussions and decision making.

• To understand and advise on the adequacy of financial and other information brought to the Council.

• To attend ad hoc University Committees and working groups.

• To serve as a Member of Committees and carry out other tasks as agreed by the Council.

• To accept collective responsibility for Council decisions.

• To attend training and induction sessions.

• To represent the Council and the University from time to time at conferences, functions and meetings.