

## **Role profile for Chair of the Board**

### **Overview**

The Chair of the Board of Directors provides strategic leadership to ensure that Independent Higher Education (IHE) is well-governed, forward-looking, and delivering value to its members. Working closely with the Chief Executive, the Chair supports the organisation to achieve its strategic objectives, uphold high standards of governance, and maintain a strong public profile. The Chair will work in partnership with the Chief Executive and other members of the Board.

### **Key Responsibilities**

#### ***Governance and Strategic Leadership***

1. Ensure that the Board fulfils its responsibilities for the governance and strategic direction of IHE.
2. Ensure IHE operates within its organisational objectives, delivers benefit to members, and complies with all legal and regulatory requirements.
3. Safeguard IHE's agreed policy positions and ensure public statements remain aligned with them ("toeing the line" on IHE positions).

#### ***Board Management and Meetings***

4. Chair Board meetings (at least four per year), the Annual General Meeting, and any additional working groups as required.
5. Ensure meetings are well-structured, inclusive, well-chaired, and lead to clear decisions and action.
6. Undertake regular evaluation of Board performance, including biennial one-to-one meetings with all Board members to discuss contribution, expectations, and development needs; and meetings with all new Board members within their first year.

#### ***Relationship with the Chief Executive***

7. Maintain an effective and constructive working relationship with the Chief Executive, including regular scheduled meetings to discuss strategy, risks, priorities, and organisational performance.
8. Provide advice, support and challenge to the Chief Executive as appropriate.
9. Lead the objective-setting and annual appraisal of the Chief Executive, and, with the Remuneration Committee, oversee remuneration and conditions of service.

#### ***Representation and Advocacy***

10. Represent IHE at external meetings, events, and receptions as required.

# INDEPENDENT HIGHER EDUCATION

Regulation GR1  
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11. Support profile-raising for IHE and its members.
12. Engage with ministers, senior officials, and sector leaders on major issues, policy concerns, or opportunities for change.

## ***Succession and Recruitment***

13. Lead the recruitment of a new Chief Executive when needed.
14. Support succession planning for the Chair, Vice Chair, Honorary Treasurer, and Board Members.

## **Person Specification**

15. **A deep personal commitment to the mission and values of IHE**, and the IHE Code of Conduct for Board and Committee Members.
16. **Experience as a senior leader**; Vice-Chancellor, Principal, CEO, or Managing Director of an independent university, college, or other IHE member provider.
17. **Strong strategic vision**, with experience of strategy development, organisational leadership, and resource management.
18. **Excellent chairing skills**, including the ability to run effective, inclusive, and outcome-focused meetings.
19. **Personal integrity and sound independent judgement**, with the ability to represent IHE credibly at national level.
20. **A commitment to the wider independent higher education sector**, and the ability to be a persuasive, authoritative voice on regulatory reform, educational quality, and innovation.
21. **Awareness of public expectations**, recognising that the Chair's public views will often be interpreted as representing the organisational position and must align with IHE policy.
22. **Understanding of company directorship**, governance expectations, and legal responsibilities.

## **Term and eligibility**

23. The process for appointing a new Chair is detailed in Regulation GP2 - Process for the appointment of Chair and Vice Chair.
24. The Chair shall be an elected Member Director at the time of their appointment.
25. The Chair shall serve a term of office usually of three years.
26. The Chair may serve a second term if they remain an elected Member Director at the time of their appointment to any second term.