**Nominations for election to SRHE Governing Council 2023-2025**

**Notes for Guidance**

**How to Apply**

Appointment to Governing Council as a Trustee of the Society is through an open nominations process, requiring the support of a proposer and two seconders, followed by a closed ballot of the Society membership on all nominations received. The voting system is by single transferable vote and is conducted by an external provider of election services. Elections are held with a view to maintaining a balance and breadth of knowledge and expertise, the provision of specialist knowledge in key areas and achieving diversity and inclusivity in the membership of the Council.

Elected Trustees are appointed for a three-year term of office. This period of office runs from 1 January following their election through to 31 December.

**The 2021 Trustee elections are for a term of office to run from 1 January 2023 to 31 December 2025.**

**Eligibility to stand for election**

All nominees and their proposer and seconders must be current members of the Society.

Elected ‘retiring’ trustees reaching the end of a three-year term of office are eligible to stand for re-election, subject to a maximum term of three consecutive terms of office (a maximum of 9 consecutive years in total).

All individuals elected to the Governing Council must maintain their membership of the Society for the full duration of their period of office.

**Election procedures**

**Timetable for Elections to Governing Council 2023-2025**

• July 2022: Call for Nominations

• August - September 2022: Conversations with nominees held

• **September 2022: Nominations close**

• October: Voting period of 7 days (online)

• November 2022: Results formally declared at the Annual General Meeting (AGM)

• January 2023:

Newly elected members of Council take up their role as members of Governing Council.

**Conversations with potential nominees**

To support the nominations procedures, all individual members considering standing for election, or re-election, to the Board of Trustees are offered the opportunity for an informal conversation with a Board member or members, drawn from amongst current elected members (who are not themselves standing for re-election) and supported by the Society Director. This conversation should ideally take place before nominations are submitted, but if this is not achievable then at any time before the voting process commences.

All nominees, whether standing for the first time or standing for re-election, are encouraged to take up this opportunity to participate in these informal conversations.

The purpose of these conversations is solely the opportunity for nominees to find out more about what is entailed in being a Trustee, gain a wider understanding of the nature of the commitment involved and explore areas of contribution and engagement as a trustee so that the role can be a positive and valuable experience.

**Any Society member considering putting themselves forward for election as a Trustee, or re-election, and wishing to take up this opportunity to discuss the role of a trustee is invited to make direct contact by email with the Society Director, Helen Perkins** [**helen.perkins@srhe.ac.uk**](mailto:helen.perkins@srhe.ac.uk) **in the first instance, who will make the arrangements for the conversations with current Trustees to take place online.**

**SRHE Governing Council** **Membership - Person Specification**

|  |  |  |
| --- | --- | --- |
| **Personal Qualities** | **Essential** | **Desirable** |
| Commitment to the ethos and values of the Society | √ |  |
| Willingness to devote time, enthusiasm and effort to the duties and responsibilities of a trustee | √ |  |
| An ability to work effectively and collaboratively with peers in decision-making | √ |  |
| **Aptitude and Skills** |  |  |
| A good professional standing and reputation in the field of HE research | √ |  |
| An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship and that decisions taken must be based on the best interest of the Society and not individual interest or preferences | √ |  |
| Ability to play a strategic role to successfully effect change and meet the objectives of the Society | √ |  |
| A capacity to work well and effectively with other professionals working for or with the Society | √ |  |
| **Knowledge and expertise** |  |  |
| Management and leadership experience within Higher Education |  | √ |
| In addition to their own field of research, specific professional knowledge, experience, and skills in at least two of the following areas:   * International experience within the Higher Education sector * Formation and development of higher education policy * Research funding and grant applications procedures * Committee experience * Charity law * Conference development and planning * Use of technology within HE research * Finance/accountancy * Book and journal publishing * The management of change * Monitoring and evaluating performance in commercial and not-for-profit organisations * Marketing, media, PR and digital communications |  |  |

SRHE July 2021