

Governor Skills Audit

Name: _____

Please complete the audit below, outlining your level of expertise and confidence in each area.

Governors must be committed to improving education for all pupils, the school vision and its ethos.

Skill (Please rate your confidence/experience from 1-5)	Level of Experience 1 = None 5 = Extensive	Level of confidence 1 = None 5 = Extensive
General		
Experience of working as part of a team, taking responsibility for collective decisions.		
IT skills (i.e. word processing and email).		
Understanding and experience of strategic planning.		
Experience of analysing and reviewing complex issues objectively.		
Experience of proposing and considering innovative solutions.		
Experience of Change Management (e.g. overseeing a merger or an organisational restructure, changing careers).		
Understanding of current education policy / curriculum.		
Links with the community (e.g. local businesses or community groups).		
Experience of working or volunteering with young people.		
Experience of questioning and challenging senior management.		
Experience of being a committee member in another sector or a governor/trustee in another school.		
Experience of chairing a board/ governing body or committee.		
Experience of professional leadership.		
Experience of arbitration.		

Skill (Please rate your confidence/experience from 1-5)	Level of Experience 1 = None 5 = Extensive	Level of confidence 1 = None 5 = Extensive
Curriculum		
Experience or working knowledge of the education system.		
Experience of working in the education system.		
Subject knowledge.		
Experience of working with a curriculum.		
Ability to analyse data.		
Understanding or experience of assessment.		
Understanding of Special Educational Needs.		
Staffing & Finance		
Financial Planning / management.		
Ability to analyse financial data.		
Experience of procurement / purchasing.		
Experience of Performance Management or appraisal.		
Experience of recruiting.		
Knowledge of equality/diversity.		
Experience of succession planning.		
Premises		
Experience of premises and facilities management.		
Experience of project management.		
Experience of property maintenance.		
Experience of negotiating contracts.		
Experience of safeguarding.		
Experience of health & safety.		
Marketing		
Experience of maintaining a website.		
Experience of marketing.		
Experience of writing news articles.		
Experience of writing bids / seeking funding.		