

Hello,

Thank you for showing an interest in the role of External committee member at Leeds University Union. Our current Trustees and external committee members are passionate about our vision and ambition to ensure that together, every student loves their time at Leeds.

LUU is one of the most ambitious, exciting and vibrant organisations to be involved with. To get a flavour of some of our achievements and impact have a look on our website - luu.org.uk

None of this is possible without having the right people involved with LUU. Being a member of one of our five subcommittees of the Board gives you the opportunity to volunteer with a sector leading organisation. Our subcommittees make key decisions and recommendations to support the Board in ensuring that our governance and decision making is the best it can be.

Our five subcommittees cover:

- Audit & Risk
- Finance
- Appointments & Governance
- Engagement & Development
- People & Values

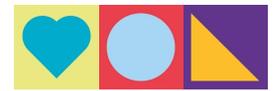
We are asking applicants to submit a short expression of interest outlining how their skills and experience are relevant to the role, to Sally Stephens (Leadership & Governance Support Manager) on s.stephens@leeds.ac.uk

If you would like to speak to anyone in more detail about this, please contact myself at a.p.grills@leeds.ac.uk.

I look forward to hearing from you.

Yours sincerely,

Aidan Grills
Chief Executive



What is a committee member?

LUU has a Board of Trustees who oversee the work of the organisation, and set the strategic direction. The Board makes decisions about LUU as an organisation. It makes sure that LUU is well run, that it has enough money to provide the services students want and makes sure that we are on track with our vision "Together, we will make sure that every student loves their time at Leeds".

To support the Board in their work we have four subcommittees who scrutinize key areas of our work. These subcommittees make decisions and also make recommendations to the Board.

For more information on our subcommittees go to:

www.leedsuniversityunion.org.uk/governance/decisionmaking/

What are you looking for in a committee member?

Our committee members need to be able to think strategically, be insightful and challenge and support others. Ideal candidates will have an insight into management and leadership in their sector, especially focussing on best practices to achieve the highest level of governance.

Who else is on the LUU subcommittees?

Subcommittees are made up of trustees and external committee members. Each committee is supported by some key members of the Senior Leadership team. Other committee members contribute a wide range of professional experience from diverse sectors, not just from within Higher Education.

What time commitments are expected from me?

LUU has three meetings of each subcommittee a year, which usually run from 4–7pm. We also invite all subcommittee members to a dinner in December, for a chance to meet the wider team of LUU governance volunteers.

You will need to spend some time preparing for each meeting, which will mainly mean reading the papers that are sent out a week before each meeting.

You will also need to have some induction and training, which can total around half a day.

Will I get any induction and training?

All our committee members will have an induction to their role. You will be briefed on your responsibilities and receive an induction pack which includes role responsibilities, information about LUU and information relevant to the work of the committee.

You'll also meet with key members of the Senior Leadership Team before your first meeting.

Do I get paid for being a committee member?

Being a committee member is a voluntary role and you don't get paid for your time.

You will however be reimbursed for any costs relating to meetings, such as travel expenses.

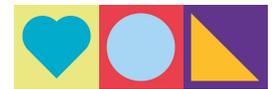
How will I benefit?

This is a great opportunity to get involved with a fun, exciting and forward thinking charity. You will be working with a diverse group of committee members with a variety of skills and experiences and you may be faced with complex information and difficult decisions to make.

Want to apply?

Send a brief expression of interest outlining how your experience and skills would make you a good candidate for the role. Send this to Sally Stephens, Leadership & Governance Support Manager, at

s.stephens@leeds.ac.uk



Subcommittee Member Person Specification

To demonstrate a commitment to Leeds University Union and its vision and values

To demonstrate a willingness to devote the necessary time and effort to the role

To have the ability to think strategically

To have good, independent judgement

To have the ability to think creatively

To have the willingness to speak their mind

To be able to work effectively as a member of a team

To have a good understanding of how a positive approach to governance can help an organisation to achieve its goals.