

## **The Chartered Governance Institute UK & Ireland (CGIUKI)**

### **Call for a prospective Chair of the Education & Learning Committee (ELCo)**

**Term:** Three years (with the option of a second three-year term)

**Remuneration:** Voluntary (reasonable expenses in carrying out the duties of the role will be reimbursed in line with the CGIUKI Expenses Policy [\[link\]](#))

**Location:** London – meetings mostly virtual, with occasional hybrid options

#### **About the Committee**

The Education & Learning Committee (ELCo) plays a vital role in shaping the future of CGIUKI's qualifications and learning programmes. ELCo is responsible for making sure our qualifications remain relevant, rigorous, accessible and that our students have the best possible experience. The Committee also keeps a close eye on quality assurance, working with the Assessment Review Panel (ARP) to maintain high standards across our examinations.

#### **The Opportunity**

We are looking for a new Chair to lead ELCo. This is a fantastic opportunity for someone who is passionate about education, quality, professional standards and who wants to make a real difference to the governance profession.

As Chair, you will guide the Committee's work, help set the agenda for our meetings, and ensure we are always focused on what matters most: delivering value for our students and the Institute. You will work closely with our Director of Education & Learning, Head of Secretariat and other key colleagues. You will be a visible ambassador for the Committee's work, occasionally attending Board meetings either in person or virtually, with flexibility to choose your preferred mode of attendance.

#### **What You Will Be Doing**

- Leading ELCo - Chair at least three meetings a year (usually online, sometimes hybrid), making sure everyone's voice is heard and decisions are clear and well-founded.
- Setting the Agenda - Work with the Director of Education & Learning and Head of Secretariat to plan meetings and ensure we are tackling the right issues at the right time.

- Oversight and Assurance - Keep a close watch on the quality and standards of our qualifications, review performance data, and challenge the Executive where needed.
- Reporting - Approve the Committee's written reports to the Board, and present them as needed, sometimes as an observer at Board meetings.
- Collaboration - Build strong relationships with the ARP Chair, the CGIUKI Board Chair, the Chair of the CGI Global's Professional Standards Committee, and other advisers.
- Championing Good Governance - Uphold our values and ensure the Committee operates with integrity, independence and transparency.

### **What We Are Looking For**

We welcome applications from both CGIUKI members and non-members. What matters most is your expertise and your commitment to high standards in education and governance. You'll bring:

- Experience in professional or higher education, perhaps in qualifications, assessment, quality assurance, curriculum design or education product development.
- A track record of governance, you might have chaired or served on boards or committees before. You know how to build consensus and make sound decisions.
- Strategic thinking and commercial awareness, especially around education markets and student needs.
- Familiarity with UK quality assurance frameworks and best practice in assessment.
- An inclusive, collaborative leadership style, and the confidence to communicate clearly and persuasively.
- Integrity, independence and a good understanding of how to manage conflicts of interest.
- The time and energy to commit to the role, on average 4-5 days a year.

### **How We Work**

**Term:** Three years, with the possibility of re-appointment for a further three-year term.

**Meetings:** At least three per year, mostly virtual, with some hybrid options. You can always join online. The Chair may also be invited to attend Board meetings, either in person or virtually, with flexibility to choose your preferred mode of attendance.

**Support:** The Secretariat team will handle meeting logistics, papers, minutes, and draft your written reports for Board approval.

**Expenses:** This is a voluntary role, but we will reimburse reasonable expenses for meeting attendance, in line with our Volunteer Expenses Policy [\[link\]](#)

### **Conflicts of Interest**

We expect the Chair to maintain the highest standards of independence. You'll need to declare any actual or potential conflicts and we will keep a register of interests.

### **Our Priorities**

We are committed to:

- Enhancing the student experience and supporting diverse learners.
- Maintaining high standards in assessment and quality assurance.
- Ensuring our qualifications are relevant to the market and employers.
- Embracing digital and hybrid learning.
- Demonstrating real impact and value for our students and the Institute.

### **How to Apply**

Please send us your CV or a link to your LinkedIn profile, along with a short statement (up to 500 words) telling us why you are interested in the role and what you would bring to it.

**Deadline:** Friday, 23 January 2026, 23:59 GMT

**Send your application to:** [secretary@cgi.org.uk](mailto:secretary@cgi.org.uk)

Shortlisted candidates will be invited to interview with the CGIUKI President and the Director of Education & Learning. Our Nomination & Remuneration Committee will review the preferred candidates and make a recommendation to the Board for final approval.

If you have any questions or would like an informal chat about the role, please get in touch on the email above, we would love to hear from you.