



## Role and Commitment Required of a GTC Scotland Council Member

### 1 About the General Teaching Council for Scotland

The General Teaching Council for Scotland (GTC Scotland) is the independent professional body which maintains and improves teachers' professional standards and contributes to improving the quality of teaching and learning in Scotland.

Further information about GTC Scotland, its functions and organisational values is available at:

<http://www.gtcs.org.uk/about-gtcs/about-gtcs.aspx>

### 2 Membership of the Council

GTC Scotland is governed by a Council of 37 members comprised of the following:

- 19 elected registered teachers;
- 11 educational stakeholder nominees;
- 7 lay members appointed by an independent Appointments Committee.

### 3 Term of Office and Rolling Programme of Elections, Nominations and Appointments to the Council

Council membership:

- is based on a four-year term of office; and
- follows a rolling programme, with election, nomination and appointments processes taking place every two years and half of the members stepping down at the end of each two-year period.

### 4 Role of A Council Member

- Establishing and maintaining the vision, purpose and values of GTC Scotland in order to contribute to improving the quality of teaching and learning in Scotland and to maintain and improve the professional standards of teachers in Scotland
- Establishing the strategic direction of GTC Scotland and overseeing the development of strategies, plans and policies
- Monitoring the performance of GTC Scotland and ensuring appropriate corrective action is taken to address any areas of concern
- Appointing, appraising and arranging the remuneration of GTC Scotland's Chief Executive
- Holding GTC Scotland's senior executive team to account in terms of their performance
- Establishing and keeping under review a system of delegation to clarify those matters reserved to the Council, and those that have been delegated
- Establishing and maintaining an effective communications strategy
- Performing ambassadorial and advocacy roles for GTC Scotland
- Developing and maintaining relationships with GTC Scotland's stakeholders
- Ensuring that GTC Scotland acts legally and within its statutory authority
- Ensuring that GTC Scotland uses its resources properly and has effective financial monitoring, internal control and risk management frameworks in place
- Approving GTC Scotland rules and policies and seeking to ensure that these are complied with
- Ensuring that GTC Scotland meets its responsibilities as a good employer
- Convening and participating in the business of meetings of GTC Scotland's Council, panel hearings and committees as appropriate

### 5 Commitment Required of a Council Member

- To attend four meetings of full Council per year
- To serve on up to two committees and any applicable panels (as determined by Council)
  - Committees may meet between four and six times per year
  - Panels meet throughout the year as required
  - Committee/panel attendance may involve a commitment up to between eight and 11 days per annum, in addition to attendance at Council meetings
- To allow time to read papers in preparation for and to participate actively in Council and committee/panel meetings

### 6 Level of Attendance

In the interests of the public, the profession and GTC Scotland, a Council member is required to maintain an appropriate level of attendance in their role as a Council member. As set out in the GTC Scotland Code of Conduct and Membership Scheme, a Council member may be removed from Council if they fail, without reasonable cause, to attend:

- three or more consecutive meetings that they are scheduled to attend; or

- half, or more than half, of the meetings that they are scheduled to attend within a period of 12 months.

## **7 Performance Indicators / Competences relating to the Role of Council Member**

- A passion for education / interest in the education sector
- Intellectual flexibility and strategic thinking
- Preparation and participation
- Sound judgement and decision making
- Effective communication / assertiveness
- Relationship building / team working
- Personal integrity and fairness
- Public interest focus / involvement
- Appropriate knowledge and understanding (including of GTC Scotland rules and policies), as well as skills (appointed members – as may determined by the Council)

## **8 Eligibility**

- Any candidate for an elected registered teacher member position
  - must be included on GTC Scotland's register of teachers, and
  - within a period of two years ending on the candidate qualifying date (ie 18 September 2010 for the Further Education co-option process), must have been employed (on a part-time or full-time basis), in the category for which he/she is seeking to be elected.
- For a nominated member position, a person [who may be a GTC Scotland registered teacher (or eligible for registration) or a lay person] must be formally nominated by one of the educational stakeholder bodies stated in the Public Services Reform (GTC Scotland) Order 2011.
- Any candidate for an appointed lay member position
  - must not be, nor ever have been, included on GTC Scotland's register of teachers; and
  - must not be eligible to be included on GTC Scotland's register of teachers, nor hold a teaching qualification recognised by GTC Scotland.
- In addition, a person may be ineligible to be elected, nominated or appointed if any of the following apply to him/her:
  - Unspent criminal convictions or outstanding criminal charges;
  - A finding of impaired fitness to practise by any regulatory body;
  - Disqualification from a profession or as a company director;
  - Bankruptcy;
  - Removal from a position as a charity trustee, as a director of a public body or similar;
  - Barred or disqualified from regulated work with children or vulnerable adults by virtue of the Protection of Vulnerable Groups (Scotland) Act 2007 (or any similar equivalent legislation).
- All Council members are required to have satisfactory membership of Scotland's Protecting Vulnerable Groups Scheme (with the associated fee to be met by GTC Scotland as applicable to Council membership).

## **9 Compensation and Expenses Payment and Support**

- Council members may claim compensation of £75 for each half-day (up to 3.5 hours) and reasonable expenses related to attendance at agreed Council, committee or panel meetings or training events in accordance with the GTC Scotland Member Expenses and Compensation Scheme Policy and the GTC Scotland/Convention of Scottish Local Authorities (COSLA) Protocol. [The amount covers preparation time and is intended to be claimed only where any financial loss is incurred (whether directly or indirectly) as a result of members' attendance; it is not an attendance fee. It is subject to deduction of tax and national insurance as appropriate.]
- Members will be provided with all papers and information as required for Council, committee and panel meetings.
- A full induction programme will be provided for new members and regular training provided for all members.

## **10 Member Performance Review**

All members will be required to participate in the member performance review process prescribed by GTC Scotland's Council.

## **11 Equality and Diversity**

GTC Scotland promotes equality and diversity because we respect and value difference. We want everything that we do to be fair to all individuals and groups. We apply the terms of our Equality Policy to everything that we do, including our election, nomination and appointments processes. To view our Equality Policy, please visit our website ([www.gtcs.org.uk/equality-diversity](http://www.gtcs.org.uk/equality-diversity)).

## **12 Further Information**

Further information can be obtained from Lisa Dobie, Senior Manager: Corporate Executive and Governance – email: [lisa.dobie@gtcs.org.uk](mailto:lisa.dobie@gtcs.org.uk), and from the GTC Scotland website – [www.gtcs.org.uk](http://www.gtcs.org.uk).