Under the chairmanship of Sir David Barnes, the Governance Review Group (GRG) has been in operation for the past two years.

One of its current members, Dr Bob McCracken, is due to stand down at the end of June 2011 following the completion of his term of office. The RCVS is now looking to appoint his replacement from the AGM in July 2011 for a period of three years, and invites applications for this role.

Applicants must be able to demonstrate knowledge and experience of a governance function in a statutory or similar body.

To apply, please send your CV and covering letter to Lesley Evans, HR Manager, at l.evans@rcvs.org.uk.

Closing date for applications is 5.00pm on Friday, 31 December 2010

The RCVS is an equal opportunities employer
ROLE PROFILE

Introduction
The Royal College of Veterinary Surgeons (RCVS) is the statutory and regulatory body for veterinary surgeons.

RCVS Mission Statement
The role of the RCVS is to safeguard the health and welfare of animals committed to veterinary care through the regulation of the educational, ethical and clinical standards of veterinary surgeons and veterinary nurses, thereby protecting the interests of those dependent on animals, and assuring public health. It also acts as an impartial source of informed opinion on relevant veterinary matters.

Composition of the Group
The Governance Review Group consists of three members, a Chairman who is not a veterinary surgeon, a current or former member of Council who is not a veterinary surgeon and a veterinary surgeon who has not at any time sat on Council.

Role
To oversee the College’s governance arrangements; to carry out a rolling programme of review to ensure that Council keeps all aspects of governance up to date and, if necessary and appropriate, to appoint an external panel to investigate and adjudicate on any alleged breaches of the Code of Conduct for Managing Conflicts of Interest; also to hear certain cases under the Staff Grievance Procedures where a complaint involves a Council member.

Key responsibilities

- Governance

  Acts as professional adviser to the Council on governance issues, policy and process.

  Provides information, advice and guidance to Council and committee members to enable them to undertake their duties effectively.

The Applicant – Person Specification

Requirements
The ideal candidate will have extensive experience at a senior level with responsibility for governance issues in an organisation of similar complexity to the RCVS.

Professional
An MRCVS who has not previously been a member of the RCVS Council.
Experience

Essential

- A proven track-record of successfully delivering a governance function for a statutory or similar environment (e.g., government service, an academic institution or a large, multisite, corporately-owned practice or charity)
- A thorough understanding of equality and diversity issues and the role of governance in tackling prejudice and inequalities
- Knowledge and understanding of the main public policy factors driving the development of statutory professional regulation and the legal context of the RCVS’s role and work
- Experience of developing and implementing effective corporate policies
- Outstanding communication skills, both written and oral
- Experience of working within a committee structure
- Personal credibility: intellectual weight, judgement and management skills to be credible and influential in delivery
- Ability to work as part of a team
- Excellent IT skills

Highly desirable

- Proven ability to analyse data and make and implement timely decisions based on evidence.

Term of office

Three years.

Time commitment

Three meetings per annum plus ad hoc meetings, as necessary.

Financial loss allowance

Members of the Group will receive reimbursement for travel and subsistence expenses, along with a Financial Loss Allowance payment (if applicable) based on the number of days or half-days spent on College business.

The current RCVS policy for paying recompense is detailed below (please note that it is under review at present):

A daily Financial Loss Allowance (up to £300 per full day or the actual earnings lost) for attending meetings

If applicable, reimbursement of overnight subsistence of up to £175 per night; 1st class rail fare or economy air fare.

Application process

To apply, please send your CV, together with a covering letter, to: Lesley Evans, HR Manager, Royal College of Veterinary Surgeons, at l.evans@rcvs.org.uk. Your covering letter should specifically refer to ways in which you meet the criteria listed in this Candidate Information Pack.
<table>
<thead>
<tr>
<th>Timeline</th>
<th>Activity</th>
</tr>
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<tbody>
<tr>
<td>5.00pm 31 December 2010</td>
<td>Closing date for applications</td>
</tr>
<tr>
<td>January 2011</td>
<td>Shortlisting of applicants</td>
</tr>
<tr>
<td>February 2011</td>
<td>Shortlisted applicants’ interviews</td>
</tr>
<tr>
<td>2 June 2011</td>
<td>Appointment confirmed by RCVS Council</td>
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<tr>
<td>1 July 2011</td>
<td>Successful applicant takes up appointment</td>
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