

## **Coast to Capital – Skills 360° Board**

### **Recruitment of Board Members**

#### **Background**

The purpose of the Coast to Capital Skills 360° Board will be to provide direction and strategic support for the delivery of the Strategic Economic Plan, Gatwick 360°, specifically the actions within Priority 4: Create Skills for the Future.

Government's Industrial Strategy announced the introduction of Skills Advisory Panels, to be integrated into Local Enterprise Partnerships, to inform the analysis that feeds into Local Industrial Strategies. The Skills 360° Board has been established in line with the remit of a Skills Advisory Panel as set out by Government.

Being a member of the Skills 360° Board offers the opportunity to influence the way in which we create skills for the future in the Coast to Capital area. We are at a time of significant change in the UK as we move towards our exit of the European Union. This along with an ageing population and rapid advances in technology mean the skills debate is urgent and requires an innovative approach more so than ever before.

Your membership of the Skills 360° Board will involve you in policy and decision making at a regional level, helping to shape our negotiation of a Local Industrial Strategy with Government. You will support us to identify the major skills and recruitment challenges we currently face and to be a part of the solution. Your networks and influence will bring us the recognition and investment we need to deliver high quality skills education and training in the Coast to Capital area.

The Skills 360° Board will:

- commission research and analysis as required to help determine the skills needs of the Coast to Capital area
- review the analysis to establish the capital and revenue investment needed to meet the identified skills needs
- develop business cases which articulate the investment requirements and demonstrate the outputs and funding needed to deliver the priorities. To be commissioned where appropriate.
- bring forward the recommendations in the business cases to the Investment Committee for ratification and then to the Chief Executive and Coast to Capital Board for final sign off
- provide progress reports to the Coast to Capital Board

This documents sets out the arrangements for the recruitment of the members of the Skills 360° Board.

## **Board members and their roles**

The Skills 360° Board will be made up of predominantly business sector representatives, the Chief Executive Officer of Coast to Capital LEP and two representatives from the education sector.

The role of business sector members is to represent the views and interests of private businesses, as well as to support understanding of the skills needs of businesses and identify where investment is needed to create the skills for the future of the Coast to Capital area.

The role of the education sector members is to represent the views and interests of the further and higher education sector and to bring a comprehensive knowledge of the education policy and funding landscape.

Members are expected to attend all meetings and have sufficient seniority to make decisions on behalf of their organisations and to influence the actions and decisions of other organisations and senior government officials.

Membership will be reviewed after 18 months.

The posts are unremunerated and applicants are expected to live and/or work in the region.

## **Recruitment**

### Recruiting the chair

We have invited the Coast to Capital Board Further Education representative to chair the newly formed Skills 360° Board in the first instance. Following the set up phase this will be reviewed and a chair appointed by the Board.

### Recruiting the education sector members

We will invite our Coast to Capital Board Further and Higher Education representatives to join the Skills 360° Board. If they are not available, then we will seek representation from the Further and Higher Education institutions in the area. Representation should be at CEO/CEO Principal, Vice-Chancellor or Pro-Vice Chancellor level.

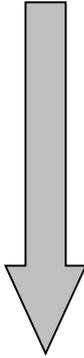
### Recruiting the business sector members

The business sector members of the Skills 360° Board will be recruited by open advertising and selection.

We would particularly welcome applications from scaling businesses that are typically those exhibiting 20% year on year growth in either turnover or job creation.

Selection and appointment of the business members will be based on the calibre of the candidates. They should be senior leaders – CEOs, Chairs, Board Directors, or Owner/Managers if from a small or medium business.

The selection criteria will be framed to try and give a balance of area, sector, and size of the business. The hierarchy of selection criteria is as follows:

	Business experience and credibility	Must be an experienced business person – essential to have many years private sector experience. See person specification below
	Seniority	CEO, Chair, Board Director or Owner/manager
	Location	Business in the Coast to Capital area
	Sector	International businesses, and businesses from the sectorial strength sub-sectors identified in Gatwick 360°
	Size	Balance of small and large businesses

Coast to Capital is committed to creating an inclusive organisation that promotes and values diversity. Applications are welcome from senior business figures from under-represented groups and female business leaders are encouraged to apply. We are looking for senior candidates and these roles would appeal to experienced leaders who can help to maximise the region’s potential and offer an exciting opportunity to someone who is committed to creating an environment where business can flourish.

### **Board member person specification**

The members of the Skills 360° Board will be required to have the following skills, knowledge and experience:

	<b>Essential</b>	<b>Desirable</b>
Negotiation skills	✓	
Influencing skills	✓	
Leadership	✓	
Ability to think critically and challenge where necessary	✓	
Decision making	✓	
Awareness of and interest in education policy and provision		✓
Knowledge of the skills needs of employers in the area and their workforce development requirements		✓
Commitment to ensuring the skills of the existing and future workforce meet the needs of the economy		✓
An overview of future business landscape		✓
Knowledge and experience of accessing the hard to reach communities and individuals		✓
An understanding of the impact of technology on the business world		✓

## Selection Interviews

The selection interviews will be undertaken by the Chair of the Skills 360° Board and the Chief Executive Officer of Coast to Capital.

## Timetable

<b>Date</b>	<b>Milestone</b>
Tuesday 30 October 2018	Recruitment commences
Monday 26 November 2018	Deadline for applications
Between Monday 3 December 2018 and Friday 14 December 2018	Selection Interviews
Wednesday 19 December 2018	Members to be notified
Early January 2019	Board member induction
January 2019	First meeting of Skills 360° Board

## How to apply

Please send a CV and a covering letter setting out your interest in the role and how you would fulfil our requirements to Claire Witz at [claire.witz@coast2capital.org.uk](mailto:claire.witz@coast2capital.org.uk) by close of play on **Monday 26 November 2018**.