



# Pro-Chancellor

## Role description

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# Pro-Chancellor Role Description

Appointment	
Term of Office:	Three years, or such lesser period as the Council may in individual cases determine. The Pro-Chancellors may hold the office for not more than three periods of three years, determined by their term of appointment to Council. The terms of appointment as Pro-Chancellor are governed by Ordinance 3.
Time commitment:	The time commitment of a Pro-Chancellor will not normally be materially greater than that of an external member of Council. However, Pro-Chancellors may be required to deputise for the Chair, to represent the University at a larger number of events, including daytime and evening commitments.
Appointment	By Council on the recommendation of the Nominations Committee, from amongst the external members of Council.

## Purpose of the role and key responsibilities

The nature, scope and practical aspects of the role of Pro-Chancellor are defined primarily by the University's role description for members of Council. In addition, a Pro-Chancellor may be required to deputise for the Chair and/or, in the event of the inability of the Chair of Council through illness or any other cause to perform their functions, be required to perform all the functions of the Chair of Council for a period of time. A Pro-Chancellor may also be required to deputise for the Chancellor during a vacancy in the office of Chancellor, or in the event of the inability of the Chancellor, through illness or any other cause, to perform their functions.

A Pro-Chancellor would be expected to attend selected University Graduation ceremonies at which they may be required to deputise for the Chancellor in presiding over the conferment of degree awards.

A Pro-Chancellor may be called upon to provide a sounding board for the Chair, to act as an intermediary with other members of the Council as may be required, and to potentially play a role in supporting and advising the Chair should there be significant differences of view within the governing body.

Furthermore, a Pro-Chancellor shall chair Remuneration Committee when it is considering the remuneration and conditions of service of the Vice-Chancellor.

## **Personal experience and attributes**

1. A strong personal commitment to higher education and the values of the University of Essex.
2. Relevant professional expertise and knowledge in matters relevant to the successful operation of a large, complex and diverse organisation.
3. Experience of leading organisations and chairing meetings, bringing matters for consideration to a satisfactory conclusion.
4. Awareness of the modern regulatory environment within which publicly funded organisations operate.
5. An empathy with the interests and ambitions of the staff, students and alumni for the success of the University.
6. Sound judgement and judiciousness.
7. Networking, influencing and advocacy skills.
8. A demonstrable commitment to equality and diversity.
9. An ability to establish effective working relationships with a diverse range of people.

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