

UNIVERSITY OF BATH

JOB SPECIFICATION

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| Title: | Chancellor |
| Term of Office: | To be determined by Court on appointment or until resignation. The office of Chancellor is not normally held for a fixed period of time. There is an expectation that the period served will be in the region of ten years, but this is by no means inflexible, and it is expected that, in the interests of both parties, the appointment will be reviewed every five years. |
| Time Commitment: | This is estimated to amount to up to 20 days per year. However, the University needs to be able to contact the Chancellor at any time. The role includes both daytime and evening engagements. |
| Remuneration: | Travel and Subsistence Expenses |
| Method of Appointment: | Recommendation of the Committee on the Office of Chancellor to Court via oral report of the Vice-Chancellor to Council and Senate. |

The Chancellor is the lay/ceremonial head of the University and one of its most prominent ambassadors. There are three past Chancellors of the University, Lord Hinton of Bankside (1966-1980), Lord Kearton (1980-1992) and Sir Denys Henderson (1992-1998). The current Chancellor is Lord Tugendhat (since 1998).

The Chancellor plays a key role in the business of the institution but does not become involved in day-to-day executive management, which is the responsibility of the Vice-Chancellor. The Chancellor particularly maintains a constructive working relationship with the Vice-Chancellor. This is mutually supportive, but incorporates the checks and balances imposed by the different roles each has within the institution's constitution.

Key Responsibilities

1. To preside and confer degrees at Awards Ceremonies of the University. These are normally held in June/July and December of each year.
2. To preside at meetings of Court and serve as a member of Court. This includes responsibility for presenting the Chancellor's Medal during the meeting.
3. To act as Chair of Convocation and thereby specifically foster links with the alumni of the University.
4. To act as an ambassador for the University, promoting its activities in the wider community and, in particular, assisting with the philanthropic activity and fund raising projects of the University. The Chancellor will be invited to represent the University at events.
5. To be involved in the appointment of a Vice-Chancellor. The Chancellor determines who shall chair the Appointment Committee.

6. To perform a consultative and advisory role on major policy and strategic matters.
7. To attend other formal and informal meetings, both at the University and externally, as necessary.
8. To undertake duties specified by the University Statutes and Ordinances and the Standing Orders of Council.

Notes:

1. This job specification is not, and is not intended to be, an exhaustive description of the duties involved.
2. The Chancellor is not formally a member of Council but is welcome to attend meetings of Council.