

Recruiting Foundation Directors

Your Governing Body has a Vacancy for a Foundation Director.....

Inform the MAT EDEN representative. Can the MAT nominate someone who has the skills and can fill the vacancy? The MAT could make contact with the Parochial Church Councils (PCC) including those not associated with a church school.

NO

YES

Speak to the MAT EDEN representative who may know of someone and will inform this office. If there is no nomination contact the Diocesan Office for help.

Contact local priests/ministers/leaders from other Christian denominations ensuring they understand and are committed to upholding the Christian ethos and distinctiveness of the school.

Contact neighbouring parishes, Benefices and Mission Communities. If you are close to a county border the DBE can make contact with Parishes, Benefices and Mission Communities in other Dioceses and can help with contact details

Contact another church or community school? Do they have a Foundation Governor who could also serve on your Board – the DBE can make contact with schools across borders. Community Schools within your MAT will enable you to explore other parishes and Mission Communities

Making contact with local businesses does often work. Companies encourage voluntary work. This is also helpful if you have a gap in your skills that needs filling.

The DBE can make contact with Inspiring Governors who have a database of people wanting to be Governors and Directors who don't have a link with a school. Applications are emailed to us and we will then send their contact details to you and your GB can decide whether

YES

YES

YES

YES

YES

Complete the nomination form, ask the Incumbent/ PCC Secretary to sign, check their documents, and once all that is complete the EDEN representative will also need to sign the form acknowledging it is complete and they are endorsing the nomination. Photocopy the form and send it to

“EDEN, Diocesan Education Office, The Old Deanery, Exeter EX1 1HS”.

The DBE will confirm the appointment by email to you, the EDEN representative and send the new Director a letter, details of training and welcome pack.

The process can take a few weeks and it is important to start recruitment as soon as you know you will have a vacancy. We will try and help you as much as we can.

Your EDEN representative as part of the appointment process must ensure that any prospective Director understands their role and responsibility, has an induction and attends training.