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| ROLE DESCRIPTION AND PERSON SPECIFICATION Co-opted Audit Committee Member |
| **Role Title:** Co-opted Audit Committee Member  **Service:** Audit Committee  **Pay Band:** unremunerated  **Reports to:** Chair of the Audit Committee |
| **About Ravensbourne University London:**  We are proud to be at the leading edge of technology, creativity and business and are close collaborators with the creative and technology industries — a crucial part of our commitment to giving students the specialist and broader skills they need to kick-start their careers. The results of our collaborative efforts are reflected in our strong track record in graduate employment. Almost 19 out of 20 students go into work or further study within six months of graduating. As well as equipping our students with the practical skills they need in the workplace, we instil the resilience and confidence needed to thrive in the creative industries.  Our Corporate Strategy 2025-30 was released at the end of 2024. The new strategy articulates our ambitions to unleash the potential of young people in the fields of technology, creative and business for domestic, international and franchise students. Our strong financial health will enable us to build on our successes and invest in our strategic priorities.  Ravensbourne is located at the heart of London’s newest permanent creative community on the Greenwich Peninsula. We’re nestled beside the O2 arena, with views stretching across the River Thames, to Canary Wharf, Maritime Greenwich and beyond. |
| **Purpose of Role:**  Collectively with the other members of the Audit Committee, committee members take responsibility for the detailed oversight of the University’s risk management processes; principal risks; the control environment, particularly through testing conducted by the internal auditors; external audit; and providing support, challenge and strategic direction to the Vice-Chancellor and Executive Team in relation to risk and the control environment. |
| **Role Responsibilities:**  * Strategic Leadership: to act in furtherance of Ravensbourne University London’s Articles of Association, strategy, vision, mission and values through contributions at committee meetings. * Proper Conduct of Public Business: to act in accordance with the Nolan Principles and observe high standards of corporate governance, including respecting and promoting equality and diversity. * Risk Management: assist the Board in fulfilling its duties to manage organisational risk, by undertaking detailed scrutiny of the University’s principal risks and risk management processes; the control environment, principally through scrutiny of internal audit reports; and scrutinising the annual accounts for recommendation to the Board. * Efficiency and Effectiveness: attend scheduled committee meetings and impartially contribute to decision-making; monitor the University against agreed KPIs. * Relationships: maintain effective relationships with other committee members, the Vice-Chancellor, Finance Director and University Secretary, whilst understanding and respecting the distinction between the executive and non-executive roles. * Training and Induction: attend a governor induction programme; undertake any other such training as may be required from time to time; and participate in Board effectiveness reviews. * Ambassador: to act as an ambassador and to promote the University externally, providing links to networks that can benefit the University. |
| **Key working relationships:** Chair of the Audit Committee; Audit Committee Members; Vice-Chancellor; Finance Director; University Secretary and Registrar. |

## Person Specification

|  | **Essential** | **Desirable** |
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| Substantial experience at a senior level in a finance or audit/risk role (e.g. Finance Director/CFO/CRO).  A financial qualification  A strategic mindset with the ability to contribute to the strategic leadership of Ravensbourne University London  Support the mission, vision and values of Ravensbourne University London  Tact and diplomacy and the ability to communicate with a broad range of stakeholders.  Ability to commit the time necessary for the role (approximately 5 days per annum).  Commitment to higher education and the subject disciplines at Ravensbourne.  Commitment to equality and diversity. | MC900434713[1]  MC900434713[1]  MC900434713[1]  MC900434713[1]  MC900434713[1]  MC900434713[1]  MC900434713[1]  MC900434713[1] |  |
| Board or Trustee experience |  | MC900434713[1] |

**Upcoming Audit Committee Dates:**

**(Please note, meetings are usually held online, but members are welcome to attend in person in London on the Greenwich Peninsula):**

9 September 2025

12 November 2025 (including a joint meeting with Finance Committee)

18 February 2026

27 May 2026