

Job Title: Governor Services Lead

Job Summary

Salary: £57,000 per annum

Hours per week: 36 hours per week - we are open to discussing part time and flexible working options, with a minimum of 28 hours per week.

Contract type: Permanent

Closing date: Monday 16 November 2026

Interviews to be held: Weeks beginning 23 or 30 November 2026

About Camden Learning

Camden Learning is a pioneering school-led, place-based partnership. A joint enterprise, launched by Camden schools and Camden Council in 2017, we are a unique organisation founded on the principle that there is far more we can achieve together than by acting alone.

In consultation with our schools and local communities, we outlined our ambitions for education in Camden in our strategy for 2030, [Building Back Stronger](#). This is built on the twin pillars of excellence and equity so central to the Camden system of education.

The Governor Services team provides expert advice, training and clerking support to school governing boards, including for Camden Learning's 57 member schools alongside further schools beyond Camden who may also buy into our services.

Role purpose

Lead the development, delivery and monitoring of Camden's school governance service, ensuring fulfilment of statutory duties and continual support and improvement of governance standards across all Camden schools. Provide robust support, challenge and advice to governing boards, enabling high standards within the context of changing Ofsted frameworks and education policy. Maintain and grow the service's traded offer to ensure sustainability alongside statutory functions. Build collaborative partnerships to support our aim of an excellent educational experience for all children and young people.

The Governor Services Lead will

- Lead Camden's governance strategy and delivery plan with stakeholders to deliver a quality service and support growth of the service over time.
- Oversee and line manage the work of the Clerking Services Co-ordinator.
- Provide expert advice and challenge to governing boards and school leaders.
- Oversee the continual development of governance standards across Camden schools, supporting the aim of an excellent education experience for all children and young people in the borough.
- Oversee the clerking service, including workforce planning, quality assurance, and professional development of clerks.
- Oversee positive relationships with key stakeholders including to support Council processes and school improvement priorities.
- Lead governor recruitment campaigns, outreach and recruitment.

- Plan and ensure the high-quality delivery of governor training programmes, including bespoke sessions.
- Develop procedural guidance to support governing boards to achieve the standards outlined in relevant governance frameworks.
- Champion safeguarding and equality across all governance activities.
- Conduct compliance audits, governor surveys, and diversity monitoring and reporting.
- Produce reports, policy documents, and briefings for Camden Learning leadership, Camden Council and other key stakeholders as required.
- Manage marketing and communications for Governor Services.
- Maintain Camden Learning's traded offer and achieve income targets.
- Own the Governor Services budget.
- Carry out any other duties commensurate with the grade of the post, as may be required from time to time, including attending meetings outside of normal working hours if required.
- Act as a leader of social justice who:
 - Understands the material, economic and social differences between different groups
 - Works to right the wrongs of marginalised groups.
 - Creates safe spaces and opportunities that promote equity between individuals and groups.
 - Changes systems, processes, and structures to respond better to the needs of students.
 - Works to create fairness and inclusion in schools for all who study and work in them.
 - Interprets their role as working towards excellence and equity for all.

The Governor Services Lead will work as a governance professional with schools by:

- Acting as Camden Learning's lead governance adviser, providing authoritative guidance on statutory duties, governance frameworks, and best practice.
- Serving as Clerk or Governance Professional for governing boards if required, ensuring compliance and high-quality minutes.
- Proactively monitoring legislative changes and guidance changes, embedding updates into Camden's governance processes and resources.

Manage and implement administrative processes within Governor Services by:

- Overseeing the governor database and ensuring accurate records, statutory documentation, and timely communications.
- Managing the clerking service, including workforce planning, cover arrangements, and quality assurance of advice and minutes.
- Leading the commissioning and delivery of continuing professional development (CPD) for clerks and governors.
- Driving standardisation through monitoring and development of model agendas, templates, and resources on GovernorHub.

Coordinate school governor recruitment processes by:

- Leading targeted campaigns to attract diverse candidates and maintaining a strong pool of applicants.
- Developing and delivering outreach strategies to promote inclusion and representation across Camden schools.

Provide strategic leadership for governance training and development by:

- Designing and delivering training programmes for governors and clerks, aligned to emerging needs and statutory requirements.
- Lead borough-wide initiatives such as the Chairs of Governors Network, Young Governors Initiative, and Global Majority Governors Network.

Lead Governor Services work in relation to complaints, including:

- Supporting governing boards on school complaints involving governing boards.
- Recording and responding to governance-related complaints to the local authority in line with Camden Learning's commission from Camden Council.

Support high-quality governance by:

- Monitoring and reviewing interventions to deliver the continued development of governance standards across Camden schools, supporting the aim of an excellent education experience for all children and young people in Camden.
- Procedural guidance to support governing boards to achieve the standards outlined in relevant governance frameworks.
- Representing Camden Learning at strategic forums and contributing governance insight to borough priorities.
- Producing reports, policy documents, and briefings for Camden Learning leadership, Camden Council and other key stakeholders as required.

Develop the Governor Service offer by:

- Being responsible for income generation from existing services and leading the proposal and development of potential new services within the Governor Services offer.
- Being the Governor Services budget holder. This includes keeping costs and pricing for services under review, in collaboration with the Director of Finance & Operations.

Act as a leader of social justice who:

- Champions diversity and inclusion in governance structures.
- Creates equitable systems and opportunities for underrepresented groups.
- Embeds Camden Learning's principles of excellence and equity in all governance processes.

Qualification requirements

A governance or legal qualification is desirable.

We welcome applications from candidates with equivalent lived or professional experience in place of formal qualifications.

Person specification

Essential:

- Knowledge: Governance law, statutory governance requirements and frameworks, Ofsted requirements, safeguarding.
- Skills: Strategic planning, leadership, stakeholder engagement, financial management, excellent written and verbal communication.
- Experience:

- Significant governance leadership experience within education or a comparable environment.
- Ability to provide authoritative advice on governance matters.
- Strong organisational and time-management skills, including managing multiple priorities.
- Proficiency in Microsoft Office and governance platforms.
- Experience in organising meetings, maintaining records, and producing accurate minutes.
- Values: Commitment to Camden Learning's principles of excellence, equity, and inclusion.
- Availability for evening work and flexible hours.
- Attention to detail and high standards of accuracy.
- Demonstrated commitment to equality and diversity.

Desirable:

- Knowledge of education policy.
- Previous experience as a school governor or governance professional.
- Familiarity with GovernorHub or similar platforms.
- Relevant governance or legal qualification.
- Understanding of legislative updates and best practice in school governance.

Dispositions:

- Strategic, proactive, entrepreneurial, and solutions-focused approach.
- Self-aware and keen to be an active and lifetime learner.
- Flexible and agile in style, comfortable working independently and collaboratively.
- Comfortable and confident working both alone and in teams.
- Confident communicator who listens well and respects others' views.
- Reflective and curious in pursuit of both excellence and equity.
- Resilient and persistent in goals, but adaptable to people, context and place.
- Values diversity and difference as source of strength and respect.
- Ability to listen well and be respectful of others' views, opinions and contributions to achieve outcomes.

Work Environment

We operate a flexible working policy. The main base of work is at our centrally located office in 5 Pancras Square, though the post holder will typically be able to work remotely for some of the week. Some evening work will be necessary with flexi-time recognised.

People Management Responsibilities

The postholder will line manage the Clerking Services Coordinator role.

The postholder will also supervise the work of freelance clerks/governance professionals.

Relationships

- School governors, including Chairs of Governors and Headteachers.
- Director of Policy, Strategy and Governance.
- Wider Camden Learning leadership team and independent Chair.
- Consultant Clerks and Trainers.

- Camden Learning School Improvement and Business Operations Team.
- Camden Council Officers.

How to apply

The closing date for submission of applications is Monday 16 November 2026.

To apply, please send the following with the subject line 'Governor Services Lead' to recruitment@camdenlearning.org.uk :

- Your CV
- Completed application form
- Completed Confidential disclosure form
- Completed equalities monitoring form

For further details of the role or to discuss any aspect of the opportunity please contact Camden Learning via recruitment@camdenlearning.org.uk.

We expect interviews to take place on the weeks of 23 or 30 of November 2026.

Staff benefits

- We offer 30 days' annual leave entitlement as well as bank holidays, increasing to 33 in the first three years in post. For term-time only positions this will be reflected in pay across the year.
- A generous NEST pension - with a minimum 10% employer contribution.
- Death in service benefit 3 x your salary.
- We value output over hours. We recognise our people have responsibilities and interests outside of work and we support flexible working arrangements, all dependent on the needs of the service.
- Season ticket loans and Cycle to Work Scheme, with savings of between 32% and 42% on the standard retail price of a new bike.
- A collection of staff discounts, on shops and health clubs, travel, and insurance, including from many of the world's leading technology manufacturers.
- Corporate rates for membership of GLL - Better Leisure.
- An Employee Assistance Programme.
- Free Hearing tests, Eye tests and Health checks.

Our commitment to inclusive recruitment

For education organisations to flourish, improve performance and genuinely represent the communities they serve - it's essential that we seize the opportunity to develop a diverse workforce.

We know that to make a lasting difference in the lives of children and young people, the very best talent from our society needs to be identified, supported and retained.

Our organisations perform better when they reflect the rich breadth and depth of our society – and we should be proud to bring together a dynamic combination of knowledge, skills and lived experience.

In practice, an inclusive approach to recruitment takes care and attention. We are all stakeholders in the education system - so together we need to continue to challenge recruitment norms, processes, and behaviours.

We are committed to recruitment campaigns that are developed with inclusivity at their core, whilst keeping a resolute focus on the best choice of candidate for the post.

Pillars of an inclusive approach

1. Ensuring roles are designed and described clearly and accurately, removing hidden barriers that might inadvertently dissuade a great candidate from applying.
2. Communicating a clear commitment to inclusivity throughout all recruitment marketing materials - showing as well as telling candidates that we are an open, inclusive employer.
3. Taking positive action by seeking and welcoming applications from under-represented groups - using recruitment interactions and headhunting to reach a wider pool.
4. Assessing impact and improvement through effective diversity and equal opportunities monitoring and ongoing dialogue with staff.

Asking for adjustments

Camden Learning is committed to making our recruitment practices barrier-free and as accessible as possible for everyone. This includes making adjustments or changes for disabled people, neurodiverse people or people with long-term health conditions. If you would like us to do anything differently during the application, interview or assessment process please contact us on 020 7974 6655, at recruitment@camdenlearning.org.uk or post to 5 Pancras Square, London, N1C 4AG.

Confidential disclosure

Camden Learning is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share that commitment.

All applicants who are offered employment will be subject to a Disclosure check from the Disclosure Barring Service at the appropriate level before their appointment is confirmed.

This post is covered by the Rehabilitation of Offenders Act 1974 and therefore applicants are required to declare all unspent cautions and/or unspent convictions.

Use of AI in applications

We know that AI tools are increasingly used in application writing. While you may use them to support drafting, we are most interested in hearing your authentic voice, illustrated with your own experiences and examples.

Right to Work in the UK

All applicants must have the right to work in the UK.