



Appointment of Lay Council Members



UNIVERSITY OF LEEDS

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A Letter from the Chair of the University Council

Dear Applicant,

Thank you for your interest in this key role at the University of Leeds.

The University of Leeds is one of the UK's largest, most prestigious and diverse universities. It is a member of the Russell Group of research-intensive universities, and our excellence in research, education and knowledge exchange is reflected in a number of institutional awards and our international standing and reputation.

We are now looking to appoint several exceptional lay members to the University Council, the governing body of the institution, who share our ambitions and values, and can make a significant contribution to ensuring our continued success.

Thank you once again for your interest in the role, and we look forward to receiving your application.

Alastair Da Costa
Chair of Council

We have a clear and committed focus on meeting the needs and aspirations of our global student community.





The University of Leeds

The University was founded in 1904, but our origins go back to the nineteenth century with the founding of the Leeds School of Medicine in 1831 and the Yorkshire College of Science in 1874. Today, we are one of the largest higher education institutions in the UK, and globally renowned for the quality of our teaching and research.

We are a member of the Russell Group of research-intensive universities, and part of the Worldwide Universities Network (WUN), which comprises 23 research-intensive institutions spanning six continents.

The strength of our academic expertise, across a wide breadth of disciplines, offers a wealth of opportunities for our students and staff, and has a real cultural, economic, societal, and environmental impact around the globe.

Our institutional strategy, 'Universal Values, Global Change', sets an ambitious, transformative roadmap for the next 10 years. It is a blueprint for a values-driven university, rooted in our desire to make a difference in the world – one that harnesses expertise in research and education to help shape a better future for humanity, working through collaboration to tackle inequalities, benefit society and drive change.

Our Core Values

The University's core values are:

- **Integrity** – We are open and honest in our words and actions.
- **Inclusivity** – We are a community where everyone is welcomed and belongs.
- **Compassion** – We are caring and considerate in our words and actions.
- **Collaboration** – We work together to achieve our goals and ambition.

Our Strategy

Further information about the University and our Strategic Plan 2020-2030, can be found [here](#):

Our strategy identifies three core areas of focus:

- **Culture** – recognising that collaboration rather than competition is fundamental to yielding excellence in research, education and societal impact.
- **Community** – recognising the importance of diversity, partnership and innovation in forging strong communities internally and externally.
- **Impact** – recognising the need to develop the next generation of global citizens and to focus our research efforts on areas in which we can be truly globally leading, while harnessing the potential of digital innovation to enhance both.

Student Education

At Leeds we have a clear and committed focus on meeting the needs and aspirations of our global student community. We provide a distinctive, research-based education for high quality students from diverse backgrounds and nationalities – equipping them with the knowledge, skills and experience to be successful and make an impact in an increasingly complex world.

Our new student education strategy builds upon our international reputation for academic excellence. We aim to deliver a world class education with an exceptional student experience by establishing a student-focused approach, grounded in active learning and supported by ambitious digital transformation.

The Leeds Curriculum provides a rich and diverse research based education that emphasises the development of independent, critical thinking. The curriculum also ensures that our students are exposed to global and cultural insights, a framework of ethics and responsibility, and valuable employability skills.

Our curriculum broadens through a range of elective, interdisciplinary Discovery Themes and is enhanced by our LeedsforLife programme, which focuses on co-curricular activities, including studying abroad, work placements, volunteering, enterprise and much more. This equips our students with skills and experiences that will be of value throughout their lives.

To meet the growing expectations of our courses now and in the future, we're engaging students as partners in the design process of curriculum development. Our courses will respond to the needs of our global student community and their career aspirations, providing knowledge and expertise that is continuously aligned to the evolving job market.

We're embedding student-centred active learning approaches into all aspects of our education, both in person and digitally. By combining theoretical study with new collaborative methods of learning, our students are encouraged to be curious, confident, and intellectually engaged as part of their experience. This inclusive approach to learning empowers our students to apply their conceptual understanding to real-world issues, and prepares them to seek solutions to complex global challenges.

Our ambitious approach to student education is supported by a digital transformation that offers exciting new ways of teaching and learning throughout the world. Building on our digital advancements in recent year, we're investing heavily in our infrastructure to provide a coordinated and engaged digital learning environment at the forefront of technology.

Our students will benefit from leading software and hardware to support all aspects of their work, whilst encountering the industry-standard tools and technologies they will use throughout their working lives.

Through sector-leading partnerships with Leeds University Union and the wider student body, we offer a range of academic and enrichment opportunities to enhance our students' experience and personal development, whilst preparing them for the life beyond university. We're also proud of our lifelong Leeds community, which extends far beyond graduation through our active alumni network – connecting staff, students and graduates in a lifetime of learning, research and professional practice.

As we execute our new student education strategy, we will collaborate with universities regionally, nationally and internationally to tackle global problems through the development and dissemination of our innovative teaching and research.

We know our students face a world of significant challenges alongside a raft of remarkable new opportunities. That's why our approach to education is designed to ensure our students are able to learn across the arc of their lives, engage with digital technologies, and manage change and complexity in ways that are inclusive, equitable, caring, and ultimately make a real impact on the world.

Highlights

- We have an enduring commitment to widening access and participation right across the student life cycle, from primary school to graduation, and our contextual admissions programme – Access to Leeds – is the largest in the sector, admitting over 1,200 students in the 2020/21 session.
- The 2021 High Fliers Survey ranked Leeds in the top 5 most targeted universities by graduate recruiters.
- Leeds University Union was the first students' union in the UK to be awarded 'excellent' status under the National Union of Students' Quality Accreditation Scheme, and is the first to retain this hard-won accolade.
- Many of our courses have a study abroad option, and we have more than 300 partnerships with universities worldwide.



Our new student education strategy builds upon our international reputation for academic excellence.

Research

Research is at the heart of university life. We are an outstanding research university, securely placed in the UK's top 15 and achieving significant increases in research quality, income, and impact, building on existing research strengths and our commitment to interdisciplinary working.

Excellent research takes place in every part of our campus; the breadth of subjects studied, the possibilities for interdisciplinary working and the quality and impact of our research are all contributing to the needs of the wider economy and society. We are currently developing four new 'Futures Institutes' that will work across disciplinary, institutional and geographical boundaries to drive change and empower us to address global challenge.

Our active involvement in the main national institutes, an outstanding track record of success in the global challenge research fund, the industrial strategy and nationally funded doctoral training centres, all result from our own investment in technology and talent and a strong University-wide commitment to interdisciplinarity. Our growth of capacity and capability has led to the development of the Leeds Institute of Data Analytics enabling us to lead on urban analytics for The Alan Turing Institute, and our investment in the Bragg Centre for Materials Research has consolidated our strong position in The Henry Royce Institute on the theme of Atoms to Devices. Beyond this, we have supported and developed particular strengths in other high profile areas including our Priestley International Centre for Climate, which brings together world-leading expertise in all the key strands of climate research; the Astbury Centre for Structural Molecular Biology, which brings together researchers from across disciplines to understand the molecular basis of life; and our Cultural Institute, which supports pioneering research collaborations with creative sector partners, widens cultural engagement and participation and helps build the skills of our students.

Our efforts have led to notable successes in the Global Challenges Research Fund and the Newton Fund, with more than £45 million of awards in the period 2014 to 2019, supporting 170 projects in 40 countries, we ranked third in the UK for the value of awards (and joint second for the number of awards).

We are positioned well for a future in which research funding opportunities are increasingly interdisciplinary and challenge-led, with significant successes in programmatic funding, centres for doctoral training and fellowships. However, we recognise that we need to build on our considerable progress in recent years to improve our research standing still further if we are to enhance the



Highlights

Our research highlights include:

- The Queen's Anniversary Prize 2021 – the UK's highest accolade for universities and colleges – for research into tropical weather systems and climate science.
- A total of £174 million in new research awards in 2020/21.
- Taking the lead for The Alan Turing, Rosalind Franklin and Henry Royce Institutes on urban analytics, high throughput drug discovery, and atoms and devices, respectively.
- A range of flagship partnerships, including with the Met Office on atmospheric science and climate impacts and National Centre for Atmospheric Science.

Business Engagement and Enterprise

Business Engagement and Enterprise is a fundamental strategic priority for the University of Leeds and underpins our new University vision to positively shape our world, reducing inequalities and delivering positive impact. Our ambition is to transform how we work with our partners to drive innovation and enterprise, working in effective partnerships with other universities, businesses and organisations to solve pressing global challenges. We have created and are championing the Knowledge Equity Network, a community of like-minded leaders, policymakers, universities, funders and experts to support collaboration and the democratisation of knowledge. It will place Leeds at the heart of a global community combining research and innovation, research-led student education and knowledge exchange.

The breadth and excellence of our research means that we are ideally placed to help organisations from all sectors solve their business challenges. We already have an impressive track record in working with businesses ranging in size from start-ups to multinationals. Through research collaborations, consultancy, knowledge transfer, access to facilities, and professional learning we are able to offer a comprehensive approach to address business challenges. We must build on existing strengths and enhance our partnership model, identifying new and exciting opportunities for strategic partnership working.

As an anchor institution, the University of Leeds has an important leadership role to play in the development of local and regional innovation ecosystems. The role of universities as engines of innovation, and economic and societal growth has risen up the national policy agenda, and we must take an active and engaged approach to stimulating local productivity and economic potential. This is particularly important alongside the levelling up agenda, which reinforces not only the importance of local economic development, but potentially greater devolution and autonomy to empower local actors to do more for their economies.

Regional innovation is supported through the Leeds Innovation Arc, an innovation neighbourhood formed around the University of Leeds, Leeds Beckett University, Leeds Teaching Hospitals NHS Trust, Leeds City Council and a network of private sector organisations in a world-class hub for research and innovation. Its aim is to stimulate innovation which drives and delivers measurable impact towards a healthier, greener and inclusive future for Leeds and the world. We are already seeing positive movement with increased levels of investment into the city, for example an increase of 88% year on year of funding for tech start-ups

in Leeds (increase from £153m to £288m – data from UK Digital Economy Council).

Being at the heart of the city region, we have benefited from being located within a strong performing economy, with the complexity and density to attract human capital, industry and investment. We utilise this effective local ecosystem to support quality inputs to the university and provide a fertile environment to retain and nurture outputs.

Central to the University's Business Engagement and Enterprise Strategy is Nexus, the University's innovation hub and community. Located on the University's campus, Nexus is a vibrant community for innovators and entrepreneurs. It provides bespoke support to its member businesses, helping them to stimulate innovation and deliver rapid commercial impact by facilitating seamless connections and access to research, talent and facilities across the University and City Region. Nexus also provides incubation facilities and professional support for students, graduates and staff.

Nexus is a growing community of innovators, now with over 125 businesses – with the physical facility reaching 90% plus occupancy. We have a strong pipeline of companies based not only in the UK, but globally, and several of our member businesses are scaling rapidly. Economically, member businesses have demonstrated strong impact. Over the past 12 months alone they have created 176 new jobs, raised £35.8m of private investment and been awarded over £18m in collaborative research funding.

Our university enterprise ecosystem is supported through development opportunities such as the Michael Beverley Innovation Fellowships, where we work with Early Career Stage Researchers to equip them through taught modules and mentoring to think about translation of concepts and ideas and to give them the tools and skills to work more effectively with industry; the SPARK student enterprise programme that supports around 55 student businesses every year, generating nearly £2.5M in revenue and £500k external funding; the Northern Gritstone investment company, set up by the Universities of Leeds, Sheffield and Manchester to deliver a £500M investment fund that will be one of the largest investors into academic spin-outs in the United Kingdom. The University has a long-term vision of a cohesive ecosystem for business engagement and enterprise activity that unlocks opportunities for students, staff, partners and enables the Leeds City Region ecosystem to flourish and grow. Embedding long term culture change and building the supporting mechanisms and connectors will bring activity, business engagement, enterprise and entrepreneurship together into a cohesive ecosystem.

As a community of knowledge producers and educators, our ambition is to be thought leaders in the EDI field.



Equity, Diversity and Inclusion



Our EDI strategy works in three ways:

- **Internally** – it will guide how we operate as an organisation, our systems, processes, policies and procedures, and the positive impact that this could bring to our students and staff, the institution itself and the wider University community.
- **Externally** – it reflects our ambition to have a civic and global impact and can also be a driver of social change beyond the walls of the University, locally, regionally and globally.
- **Academically** – in the course of our work as creators of knowledge and evidence on bias and discrimination, and through the dissemination and application of this knowledge and evidence.

To help drive change across our institution, we have recently appointed a Director of EDI and we will be recruiting to the role of Pro-Vice-Chancellor: EDI.

The University of Leeds is fully committed to equity, diversity and inclusion (EDI). It is central to everything we do as an institution and community, and is a vital and inseparable component of our 2020-2030 strategy; Universal Values, Global Change.

We understand that to achieve our strategy, EDI must be central to everything that we do as a University. As a community of knowledge producers and educators, our ambition is to be thought leaders in the EDI field, and to build exemplary EDI structures, systems, programmes and cultures within our own organisation.

Our ten-year EDI Strategy was approved by the University's governing body, the Council, in May 2022. Crucial to delivering the EDI strategy will be ensuring that the pernicious effects of bias and discrimination are better understood. Counterbalancing bias and discrimination, and taking preventative and remedial steps to address it, will improve student outcomes; benefit the wellbeing of the University community; and enhance our research and student education. This focus will support our societal outreach activity, strengthen our foundations as a democratic institution, and help drive sustainable global change.

Our EDI implementation plan identifies specific areas of work that are critical to the delivery of our ambitions. The plan looks at the interconnections across the University's strategic activities to enable a consistent, more joined-up approach to EDI and to understand the breadth of activity that is supporting our EDI strategy objectives.

We see EDI activity as a positive collaboration, based on a shared purpose and sense of community. Through this work, we will support our staff and students to play a part in building a more fulfilling university experience for all, and a better, more equitable world.

Digital Transformation

Digital Transformation is a fundamental strategic priority for the University of Leeds. Our ambition is to become a global leader in the use of digital technologies, data and digital approaches to support student education, global lifelong learning, research and innovation and ways of working, and as a centre for the digital transformation of education and research. Our aim is to become an innovative leader in the use of digital technology, data and digital approaches, working in effective partnerships with other universities, businesses and organisations, to solve global challenges. We already have a great track record in digital transformation, but there are many more opportunities for us to embrace and an exciting journey ahead. By digital transformation, we do not just mean technology or data, but critically encompassing culture, people, processes and impact. For our University, digital transformation will be crosscutting across our core business of education and research, and our ways of working.

In education, it is about understanding and harnessing the potential affordances of digital technologies to enhance and enrich the education and experience we offer to students studying on campus, in hybrid modes and online, and offering learning opportunities to individuals globally, to support lifelong learning and professional learning.

In research, it is about ensuring we have best of breed technologies and platforms to support cutting-edge activities, provide an environment where we can innovate, co-create and embed new and emerging technologies to solve global challenges, build strong bridges between research and education, and create a research-informed evidence-base of the positive and negative impacts of digital technologies.

Underpinning this is the transformation of our ways of working to ensure that effective use of digital technologies, data and approaches improves our administrative processes. And beneath all of that is transformation of our culture to embrace digital technologies, and ongoing, deep and impactful professional development to support all staff and students to be able to harness the power and potential of digital technology and manage the challenges they present.

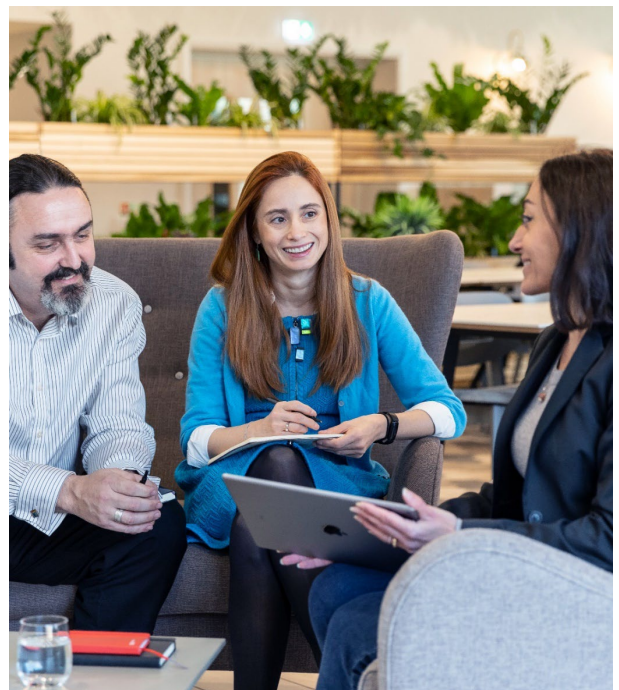
Digital Transformation will also have a major impact on our campus and the way that we use our space. The campus will need to adopt 'Smart' technologies so that we can drive better utilisation, improve building performance and introduce new 'App' driven services (for example) to provide students with an integrated way-finding and timetabling system. New ways of working will also require

new, digital workspace solutions and connectivity to support hybrid working.

As we evolve our student education strategy, we will incorporate the best practice from our hybrid delivery model and embed student-centred active learning approaches into all aspects of student education. We will continue to redesign our curricula to deliver effective blended learning for on-campus learners and be prepared to adapt our approach and pivot seamlessly to hybrid and online learning in the face of external forces. We will also redesign our assessments, to continue to realise the benefits of digital delivery and marking of assessments.

Online education increases access to learning opportunities for people all around the world and is a powerful force to enhance lifelong learning for all. Growing our online education portfolio will help to support global lifelong learning, and to support realisation of the UN's Education Sustainable Development Goals.

Through working in partnership with education providers globally, we can increase and enrich the global learning community, and collaboration will create new knowledge and impact. Through these partnerships with other universities around the world, and with online education platforms, we can provide accessible, stackable, credentialed online learning opportunities to support people solving global challenges.

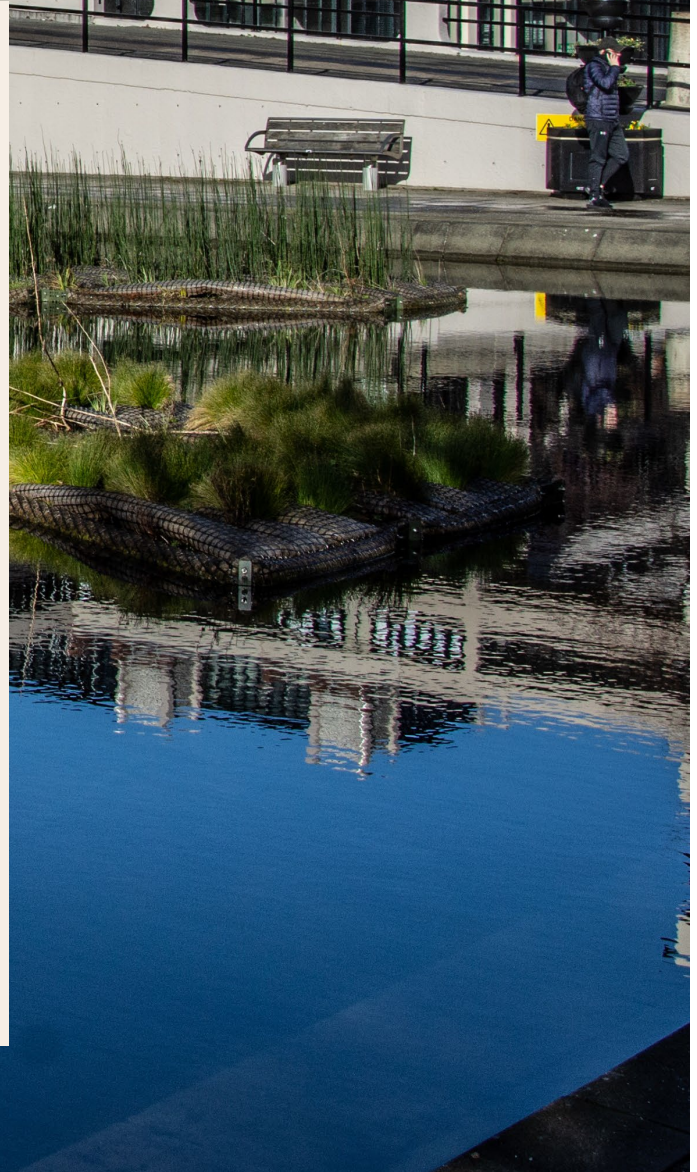




International

Leeds is a truly global university. We contribute most effectively to sharing knowledge, innovation and education worldwide by building productive, mutually-beneficial relationships with researchers, universities and other organisations in key countries. Doing so continues to help us create opportunities to widen horizons and bring new perspectives to education, and to generate opportunities for academic staff and students at all levels to collaborate on new frontiers of research.

We have made significant progress in recent years towards achieving our ambitious international objectives, evidenced by the fact the University has risen rapidly to be one of the top 40 most international universities in the world in the 2019 Times Higher Education (THE) World University Rankings. We have a Joint School of Engineering with Southwest Jiao Tong University in Chengdu, with 1,200 high attaining students.



Investments in People and Facilities



World-leading education and research requires world leading people and facilities. In recent years we have invested substantially in both. We have made very significant investments in our people, including £43 million so far to recruit 183 world class academics and leaders of the future; and a £9 million investment in top performing researchers; an £18 million investment in PhDs since 2015/16, with a further £12 million in the pipeline, bringing the total number to 3,400 by 2023/24. We also host a significant number of doctoral training centres, and a dedicated Doctoral College which creates a sense of community and shared endeavour amongst our sizeable postgraduate community. Alongside this we have invested in our systems and people to underpin and support the highly valued and essential work of our professional services and support colleagues.

The University has undertaken an ambitious £520 million capital investment programme to further strengthen our position as a leading UK university which included £40 million for the Nexus Innovation Centre, £24m for the new Laidlaw Library and £25m investment in the Edward Boyle Library, which together have increased the number of study spaces to c. 4,500 seats. Developments also include a £98 million integrated site for engineering and physical sciences that houses our cutting edge Bragg Centre for Materials Research; the development of a new technology park to accommodate an Institute of High Speed Rail and Systems Integration and Centre for Innovation and Materials; significant investments across the University farm in terms of new buildings for the National Pig Centre and a state-of-the-art environmental observatory across this large commercial farm; and a major investment to provide state-of-the-art Business School teaching facilities.

Further details are available [here](#):

We are also committing significant investment in the digital transformation of the University. We have created the new post of Pro-Vice-Chancellor: Digital Transformation to drive this agenda, along with several academic leads to support ongoing digital education projects and initiatives, and emerging priorities in digital transformation, across education and research. We are also investing in new and emerging technologies, to enhance our digital capabilities and to support us to improve our students' learning opportunities.



Financial Position

The University has grown considerably in recent years and is in good financial health. We have shown our ability to strike an appropriate balance between the management of significant financial risks and progressing at pace with the development of the University's 2020-2030 strategy, including the prioritisation of critical strategic investments.

Further details of our finances can be found [here](#).

The University receives income through various sources, including student fees and education contracts, government grants, other income through commercial activities including residences, catering and conferences, as well as donations. We also attract research grants from charities, research councils, companies and other organisations that help us fund our world-class research activity. This income is used to support a wide range of activity including teaching and learning, cutting-edge research, knowledge exchange and community engagement.

Governance and Leadership

The Council

The Council is the University's 23-strong governing body. The majority are lay (external) members but there are also staff and student members. For the purposes of charities law, members of the Council are trustees of the University. The Council is committed to upholding the highest standards of corporate governance, as well as meeting the obligations placed on the University as an exempt charity and body in receipt of public funds.

It has a collective responsibility to promote the University's wellbeing and to ensure its sustainability. Its specific responsibilities include:

- corporate strategy, plans and budgets;
- corporate policy and major business decisions;
- establishing the framework for governance and management;
- monitoring institutional and executive performance.

The Council normally meets seven times a year (six business meetings and one Strategy away day) and is chaired by Mr Alastair Da Costa.

The Council is supported by a number of committees (including the Audit and Risk Committee, the Strategy and Investment Committee, the Nominating and Governance Committee, the Health and Safety Committee, the Remuneration Committee and the Ethics and Values Committee) which report to it on a regular basis.

The Senate

The Senate, comprising 53 staff and student members, is the University's primary body for academic governance. In addition to its responsibility for academic governance, the Senate has a broader advisory role and is responsible in particular for advising the Council on academic and related strategies.



Senior officers and executive management

As the chief executive and senior academic officer of the University, the Vice-Chancellor and President, Professor Simone Buitendijk, is formally responsible to the Council – within a prescribed framework – for the operational management of all aspects of the University's work.

The University Executive Group (UEG) consists of the Vice-Chancellor and President, the Principal Deputy Vice-Chancellor and Provost; two portfolio Deputy Vice-Chancellors, the Executive Deans of the faculties, the Chief Financial Officer, the Chief Operating Officer and the Secretary. UEG's role includes promoting and protecting the interests of students; supporting staff; academic development and institutional sustainability; formulating and implementing the University's Strategic Plan; and resource allocation.

Additional information

Further information about the University Council and its key committees can be found on the University's website [here](#).



Role Description

The Council has a commitment to meet the obligations placed on the University as a charity, and as a body in receipt of public funds. It also has a collective responsibility to promote the University's wellbeing and to ensure its sustainability.

Individual members of the Council contribute to the governance and well-being of the University mainly by participation in meetings of the Council. It is part of their role to ensure that the Council:

- exercises responsible stewardship for the University's assets and reputation;
- fulfils its responsibilities¹ carefully, prudently and responsibly, in accordance with the University's constitution and its charitable status; and
- strives at all times to secure the University's academic and financial sustainability.

Members are expected to abide by the accepted standards of behaviour in public life, which encompass selflessness, integrity, objectivity, accountability, openness, honesty and leadership; and to take decisions only in the interests of the University as a whole, rather than advance the interests of one particular part of the institution or of an external constituency or private individual. (All members of the Council need to meet the test laid out by the Office for Students and the Charity Commission that they are fit and proper persons to serve as members of the governing body. They will also need to complete an entry in the University's Register of Interests.)

This is a particularly exciting time to join the University, as you will be helping to take forward our institutional strategy, built around the three core areas: community, culture and impact, and is designed to help the University make a positive difference in the world.

¹ See in particular the Statement of the Primary Responsibilities of the Council, which can be found on the University's website at: http://www.leeds.ac.uk/secretariat/documents/council_statement_of_primary_responsibilities.pdf

Person Specification

Personal qualities

We are looking to appoint to the Council individuals who have general leadership qualities, individuals who can add value across a range of topics within the Council's remit.

Key attributes that we are looking for in a candidate are:

- a broad general understanding of and belief in the aims and values of higher education;
- affinity with the University's culture, values and strategy, and with its ambitions to make a societal impact locally, nationally and globally;
- a personal commitment to equity, diversity and inclusion;
- the ability to think strategically and to absorb, evaluate and question oral and written material on a wide range of educational, financial, property, legal, governance and business matters;
- willingness to participate fully and constructively in discussion and debate;
- appreciation of and a commitment to standards of good conduct in public life;
- sound and independent judgement and a belief in collective responsibility and decision making; and
- an understanding of, and respect for, the distinction between governance and management.

More specifically, we are looking to appoint at least one member who has possession of specialist expertise and experience at an appropriately senior level in finance or accountancy and audit. Other areas of expertise we are looking for in candidates include: corporate leadership with a global outlook and strategy development. Candidates without knowledge of any of these specific areas should not however be deterred from applying.

Whilst several Council members are resident in the Leeds region, this is not a prerequisite.

The University is proud to be a multi-cultural community. It values diversity and is determined to ensure that it treats all individuals fairly, with dignity and respect; that the opportunities it provides are open to all; and that it provides a safe, supportive and welcoming environment for all. To ensure that its bodies are representative of the wider community, and as part of our commitment to equity, diversity and inclusion, the University welcomes applications from all sections of the community; and would especially encourage individuals from under-represented groups to apply.

Period of appointment

We are seeking to make appointments to start in August 2023, for a period of up to three years which may be extended for up to two further terms of three years each.

Support and preparation

We have a well-developed induction programme to welcome and support new members of the Council. Networking and attending a wide range of University events, including those showcasing the University's education and research and celebrating its achievements, are some of the other ways that members might find helpful in supporting the discharge of their responsibilities. Members can also seek help, advice, guidance and information from each other and from the University's executive, in particular from the University Secretary, who acts as Secretary to the Council.

Members of the Council have responsibilities analogous to those of the trustees of a charity. Assuming that they act in accordance with the precepts set out in guidance given to members on appointment, it is unlikely that any personal liability will arise for members; and in any case the University has an insurance policy against the costs of any claims of negligence that might be made against members of the Council in carrying out their duties.

Council meetings

The Council currently holds six business meetings (at approximately two-monthly intervals beginning in January) and one Strategy away day (usually in November) each year. Business meetings are held in person and begin at 2.00 pm and usually last for up to three hours.

In addition to their role on Council, lay members will be expected to serve on at least one of the committees of the Council. There may also be occasions when members might be asked to serve on ad hoc panels established by the University.

In total, lay members may expect to dedicate up to ten days a year to the University's affairs. Between and ahead of meetings, members are able to seek any information or clarification they need from the University Secretary, relevant executive officer, or the Chair.

Expenses

The appointments do not carry any fees or other remuneration but travel and other costs incurred in connection with Council and other University business may be claimed.

How to Apply

Saxton Bampfylde Ltd is acting as an employment agency advisor to the University of Leeds on this appointment.

Candidates should apply for this role through our website at www.saxbam.com/appointments using code **MBHYB**

Click on the 'apply' button and follow the instructions to upload a CV and cover letter and complete the online equal opportunities monitoring* form.

The closing date for applications is **noon on 28th April 2023**.

* The equal opportunities monitoring online form will not be shared with anyone involved in assessing your application. Please complete as part of the application process.

GDPR personal data notice

According to GDPR guidelines, we are only able to process your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express consent. You will be asked to complete a consent form when you apply and please do not include any Sensitive Personal Data within your CV (although this can be included in your covering letter if you wish to do so), remembering also not to include contact details for referees without their prior agreement.

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