

Advisory Board Member

Organisation: In Toto Ed

Location: London, Cambridge and Peterborough

Role Purpose

Advisory Board Members at In Toto Ed provide strategic oversight, independent challenge, and professional expertise to support the organisation in delivering its mission safely, sustainably, and effectively.

Advisory Board Members act as a critical friend to the executive leadership team, helping to strengthen decision-making, manage risk, and ensure robust systems and standards across the organisation.

This role is particularly seeking individuals with professional expertise in **Estates, Finance, IT, HR or Health & Safety**.

Key Responsibilities (All Advisory Board Members)

Advisory Board Members are expected to:

- Contribute to setting and reviewing the strategic direction of In Toto Ed
 - Provide constructive challenge and independent perspective to support strong decision-making
 - Support the executive team to identify and manage organisational risks
 - Monitor organisational performance, impact, and sustainability
 - Support oversight of financial resilience and responsible use of resources
 - Promote strong governance, legal compliance, and ethical standards
 - Uphold the values and reputation of In Toto Ed
 - Attend and actively participate in Advisory Board meetings and relevant sub-committees
 - Maintain appropriate confidentiality and professionalism in all board matters
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Specialism-Specific Responsibilities

In addition to the responsibilities above, Advisory Board Members may contribute specialist expertise in one or more of the following areas:

Estates

Provide strategic advice and challenge on matters including:

- Estates strategy and long-term site planning
 - Leases, landlord relationships, and property negotiations
 - Refurbishment, fit-out, and expansion planning
 - Facilities and premises risk management
 - Contractor oversight and project governance
 - Ensuring estates decisions support safe and effective learning environments
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Finance

Support oversight and challenge across:

- Budget planning and financial sustainability
 - Financial reporting and management information
 - Risk, audit, and assurance processes
 - Procurement and value-for-money decision-making
 - Financial planning for growth and new provision
 - Supporting effective governance through Finance, Risk and Audit Committee involvement
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IT

Provide strategic advice and challenge on:

- Digital strategy and future systems planning
- Cyber security and organisational resilience
- Network infrastructure and device strategy
- Procurement and supplier selection

- Data protection and safe information management
 - Ensuring digital systems support safeguarding, teaching, and operational effectiveness
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Health & Safety

Provide advice and challenge on:

- Compliance with statutory health and safety requirements
 - Organisational risk assessments and mitigation planning
 - Policy review and implementation oversight
 - Contractor management and site safety processes
 - Reviewing external reporting and audit outcomes
 - Ensuring health and safety systems are embedded consistently across all sites
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Person Specification

Essential

- Commitment to In Toto Ed's mission and values
- Professional expertise in one of the priority areas (Estates, Finance, IT, HR or Health & Safety)
- Strategic thinking and sound judgement
- Integrity, discretion, and professionalism
- Confidence to provide constructive challenge and independent perspective
- Ability to work collaboratively with senior leaders while maintaining appropriate independence

Desirable

- Experience working in education or a regulated environment
 - Experience supporting organisations through growth, change, or multi-site development
 - Prior board, advisory, or committee experience
 - Understanding of organisational risk management and governance
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Time Commitment

- **Three Advisory Board meetings per year**
 - **Three Finance, Risk and Audit Committee meetings per year**
 - All meetings will take place **in person** at one of the In Toto Ed schools
 - Members should also allow time for reading papers and preparation in advance of meetings
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Remuneration

A day rate (commensurate with experience) will be paid, along with reasonable travel expenses.