Expert member of the Audit Committee
The College is seeking to recruit an Expert Member to its Audit Committee. We are looking for an individual with Audit Committee (or equivalent) experience in either the public or private sector and knowledge of risk management, including its linkage to good governance and decision making.

Time commitment
Two meetings per annum (once in October and April/March).

Role specification
Expert members are those with relevant specialist knowledge to offer advice and scrutiny in the areas of governance, risk management, financial reporting and the not-for-profit/charity sector.

Governance of the College is the responsibility of its Governing Body. However, the Audit Committee has a key role within this structure, of assessing the College's governance arrangements (including oversight of risk management) and advising on their effectiveness.

The Audit Committee consists of four external members and one member of the Governing Body not part of the executive management of the College. In addition, College Officers also attend the meetings: Provost, Treasurer, and Financial Controller.

The Audit Committee exists to review, on behalf of the College, the effectiveness of:

- External audit
- The College financial statements
- Internal controls, including management and operational controls
- General financial governance
- The College's systems for identifying and managing risk - the Audit Committee will have close links with the newly-formed (2018) Risk Committee
- The College's systems for ensuring compliance with legal and regulatory obligations
- The processes for ensuring long-term stability of the College

Minutes of the Audit Committee meetings are received by the Governing Body.

Person specification
In addition to a commitment to higher education and enthusiasm for the work of Oriel College, the successful candidate will have the following skills and experience:
Required:

- **Audit Committee**: The successful candidate will have Audit Committee (or equivalent) experience in either the public or private sector
- **Risk management**: The successful candidate will understand risk management, including its linkage to good governance and decision making

Other personal attributes sought:

- Proven interpersonal and communication skills, including critical listening and the ability to ask probing questions
- Ability and confidence to hold to account the College's officers and representative of internal and external auditing
- A commitment to high standards of governance and probity and the ability to operate in accordance with the Charity Governance Code and the Nolan Principles

Appointments to the Audit Committee are subject to approval of the Governing Body of the College.

Candidate experience
The successful candidate will have Audit Committee (or equivalent) experience in either the public or private sector.

The successful candidate will understand risk management, including its linkage to good governance and decision making. Please summarise your most relevant experience.

Additional information
- Board Composition
- Three external members
- One external member Chair
- One Fellow member
- Three College Officer posts in attendance: Provost, Treasurer and Financial Controller

Remuneration
The role is unremunerated, but reasonable expenses will be paid.

Support
Committee members will receive an induction programme which will aim to get them up to speed on the work of the Committee.

Process
This role has been posted to Nurole for general applications (and external applications will close by 18 December), but alumni of the College are also invited to apply. Alumni applicants should send their application and CV to rebecca.bricklebank@oriel.ox.ac.uk by 6 January 2019.

The application should:

1. Summarise your most relevant audit committee experience in the public or private sector, including dates, organisation and key achievements (maximum 500 words).

2. Summarise your most relevant experience to demonstrate your understanding of risk management (maximum 500 words).