



## Chairperson for the Taith Funding Committees

### Background information

[Taith](#) is the Welsh Government funded international learning exchange programme for Wales, which grants funding to organisations from every education sector in Wales – schools, youth, adult education, further education, vocational education and training and higher education – to undertake international learning exchange activities. Taith aims to fund inclusive and accessible international educational exchange opportunities for learners and staff across Wales, with opportunities for international learners and staff to visit Welsh partners.

Taith's delivery mechanism is via International Learning Exchange Programme (ILEP) Ltd, a wholly owned subsidiary of Cardiff University.

Taith's purpose is to create life-changing opportunities for learners and young people across Wales through international learning exchanges. The mission of the programme is to fund inclusive and accessible international educational exchange opportunities for learners and staff across Wales, with opportunities for international learners and staff to visit Welsh partners.

Taith particularly encourages participation from people from underrepresented groups – including those from disadvantaged backgrounds, ethnic minority backgrounds, Disabled people and people with additional learning needs.

The programme has three objectives, which focus on impact, high-quality projects and educational innovation. These are fully articulated in the programme's recently [refreshed strategy](#).

Taith's funding is delivered through two pathways:

- Pathway 1: Mobility of participants – physical and virtual outward and inward mobilities.
- Pathway 2: Partnerships and strategic collaboration – international collaborative projects led by organisations in Wales.

Further information can be found on the [Taith website](#).

### Role Summary

The Chairperson chairs the Taith Funding Committees. The role provides oversight of the assessment process and the funding recommendations made by the Committees. The Chairperson will have a responsibility to ensure that decisions made by the Committee meet the highest standards of probity to ensure the fair use of public money, and that the decisions are based on objective and justifiable criteria, meeting standards set out in the Taith Funding Committee Terms of Reference. The





Funding Committee is managed by the Taith Programme Executive secretariat who provide all the necessary support to the Chairperson to facilitate their role.

All Committee members, including the Chairperson, will be sent papers in advance of the Funding Committee meetings, and will be expected to have read all proposals for consideration. The Chairperson will also be expected to ensure that all items are sufficiently discussed so that a consensus is reached as to the outcome for each proposal according to the criteria for assessment.

Following the Committee meeting the Chairperson will be expected to sign off minutes of the meeting, ensuring that Committee requirements have been met.

In addition, the Chairperson will be required to attend the Board meetings of the International Learning Exchange Partnership Limited to present the recommendations of the Taith Funding Committees. There may be other responsibilities associated with the role.

## **Key Responsibilities**

### **Preparation for Funding Committees for the relevant Pathway funding call**

- Reading relevant documentation pertaining to applications to the relevant Pathway funding call
- Gaining knowledge and understanding of the relevant Pathway and its purpose
- Gaining knowledge and understanding of Taith relevant to the Pathway funding calls

### **Chairing the Funding Committee Meetings**

- Reading and contributing to meeting documentation prepared by Taith in advance of meetings
- Ensuring Taith Funding Committee meetings keep to time
- Ensuring Taith procedures and protocols are followed (referring to the Taith Programme Executive for guidance when necessary)
- Facilitating the active participation of all Taith Funding Committee members to provide sound and unbiased decision making on applications
- Seeking clarification of the Taith Funding Committee views and ensuring there is appropriate discussion before the Committee agrees on a recommendation for each application
- Ensuring that the Taith Programme Executive has the required feedback for applications from the Taith Funding Committees
- Providing final approval for minutes, feedback and conditions on awards, where necessary
- Advising on or recommending action regarding issues that arise post-decision meeting (e.g., on awards with conditions)





### **Wider Taith Responsibilities**

- Participation in relevant meetings as required
- Contributing to evaluations of the Taith programme awards as required

### **Person Specification**

#### **Knowledge, qualities and skills**

##### **Essential**

- Knowledge and experience of international exchange mobility programmes and projects
- Knowledge of current developments in international education
- Ability to communicate efficiently and effectively
- Confident mediation skills
- Discretion in the handling of confidential information
- Commitment to promoting equitable and inclusive practices
- Ability to work collegiately

##### **Experience**

##### **Essential**

- Background in international education, in a senior capacity
- Proven experience of actively participating in funding or similar committees
- Proven experience of handling/working with senior stakeholders

##### **Desirable**

- Experience of chairing Funding Committee (or similar)
- Understanding of the Taith programme and the context in which it operates
- Proficient at using Microsoft Teams

#### **Conditions of service**

**Honorarium:** Up to a maximum of £2,000 in any one financial year, to be paid to the individual, for a minimum of 8 days of service based on two funding calls, annually.

Taith will reimburse the successful applicant for travel and subsistence expenses incurred in performing the Chairperson duties, although it is anticipated that all work related to the role will be undertaken remotely via Microsoft Teams.

To apply, please email:

- your CV





- a covering letter of no more than 2 A4 sides explaining your motivation and how your experience meets the requirements

to [office@taith.wales](mailto:office@taith.wales) with the subject line: **Application for the Chairperson for the Taith Funding Committees**. The deadline for applications is 12pm, Monday 13 November 2023.

