

Candidate brief

Member of the Professional Development and Accreditation Committee



Welcome



John Browett
Non-Executive Chair, IoD



Julia Marsh
Chair, Professional Development
and Accreditation Committee

Thank you for your interest in this important role.

As one of the most well recognised and highly respected business organisations in the UK and internationally, the IoD strives to exemplify excellence in leadership, governance and management in its own activities and actions, continuously adapting to a rapidly changing and challenging external environment. In so doing, it seeks to position itself as the pre-eminent voice for directors, influencing business policy and practice across the United Kingdom and internationally.

We promote entrepreneurial activity, and encourage responsible business practices as well as develop, support and represent skilled, knowledgeable and responsible leaders for the benefit of the economy and society. As an organisation we will continue to promote the best principles of great governance and ensure the overall member journey within the IoD is an exciting, relevant and engaging experience regardless of stage of career or what organisation our members belong to.

Good governance remains the foundation for good business. The IoD believes that better directors make a better world and its fundamental purpose and services remain hugely valued by directors across the world.

The IoD is at an exciting point in its development. We returned to growth, stabilised our finances and increased our reach among the wider business community.

We have reinvigorated our approach to engaging both current and future directors, while staying true to our Royal Charter, and we have adapted our highly acclaimed professional development offering to focus on the competencies that will be required over the next decade. The latter is critical in a continuously challenging business climate where strong corporate governance – the IoD's core purpose – is more relevant than ever.

This is a time to support director professionalism and best practice. It also critical to continue to encourage increased diversity across the membership.

Our mission is to attract new members from all walks of life who are serious about business, value learning and are committed to applying the principles upheld by the IoD. We seek individuals who are ready to challenge, be influential and eager to grow. We support them with first-in-class professional development and connecting them to young and experienced members.

A recent strategic review of the organisation has sought to identify a path that will enable the Institute to strengthen its already sound financial position. Positive results from this work are evident with the Institute reporting a stronger financial outcome for 2024 and an increase in membership. The upward trajectory has continued in 2025.

The challenge remains to maintain its authority as the leading voice on governance while also becoming more accessible.

Its objectives, across the country and internationally, are to increase the IoD's local, regional and international member engagement, become more diverse and continue to attract new members.

About the IoD

As the UK's largest and longest-running organisation for professional directors, the IoD is dedicated to supporting its members, encouraging entrepreneurial activity, and promoting responsible business practice for the benefit of the business community and society as a whole. It has a worldwide reputation for excellence in business leadership and governance.

Since its formation in 1903, the IoD has been at the forefront of British business. The Institute's purpose is underpinned by its Royal Charter, awarded in 1906. IoD members are some of the most skilled and prominent directors. They lead a diverse range of organisations: from start-up entrepreneurs, to listed company Board members, directors in the public sector and CEOs of multinational organisations.

Membership enables directors to connect with their peers, to develop their knowledge and skills, and to influence the people that matter. Members also benefit from a range of resources, including bespoke business information, advisory services and flexible working spaces. Meanwhile, the IoD's renowned Chartered Director qualification and training portfolio provide members and the wider director community with the platform to hone their understanding of the role and reach their full potential.

The IoD has a prominent position in the public debate around business. It represents local, national and international issues with the objective of ensuring that their views are taken into account when Governments or Regulators are reviewing policy or legislation.

Royal Charter Objects

- 1 Promote for the public benefit high levels of skill, knowledge, professional competence and integrity on the part of directors, and equivalent office holders however described, of companies and other organisations**
- 2 Promote the study, research and development of the law and practice of corporate governance, and to publish, disseminate or otherwise make available the useful results of such study or research**
- 3 Represent the interests of members and of the business community to government and in all public fora, and to encourage and foster a climate favourable to entrepreneurial activity and wealth creation**
- 4 Advance the interests of members of the Institute, and to provide facilities, services and benefits for them**



Structure and governance

In line with its Royal Charter, the governance and control of the IoD is vested in two main governance bodies – the Board and the Council of the Institute.

Each of these bodies fulfils a distinct but complementary governance role. The Council of the IoD ensures that the objects of the IoD's Royal Charter are delivered, and acts as the IoD's shareholder. It is chaired by the Senior Independent Council Member (SICM).

The Board is responsible for the overall leadership of the IoD, setting its values, standards, aims and objectives and holding the Management Team to account for their delivery. It is chaired by the Chair of the Institute.

Summary

Our governance structure is an integral part of the way the Institute of Directors delivers its Royal Charter obligations and strategy, supporting effective decision-making. We are immensely proud of the diversity and depth of experience contained in our Board and Council.

The Council

Ensures that the Chartered Objects are being delivered

- Appoints and removes the IoD non-executives and determines their independence
- Critiques and provides opinion to the Board on the overall progress of the IoD
- Holds the Board to account for the delivery of the Charter Objects
- Monitors the Board's engagement with membership and stakeholders
- Appoints and removes the Senior Independent Council Member

Board

Sets the strategy and holds Management Team to account for its delivery, while also providing them with support and guidance

Non-executive chair

- Leads the Board and ensures it operates effectively
- Maintains a culture of openness and debate
- Ensures effective dialogue between the Board and members

Non-executive directors

- Work with and challenge executive directors
- Provide independent, external perspective
- Contribute a broad range of experience and expertise

Director general and executive directors

- Day-to-day management of the business and implementation of strategy.

Committees of the Board

Audit and Risk Committee

Professional Development and Accreditation Committee

Remuneration Committee

Management Team

Committee of the Board and Council

Nomination Committee

- Leads process for board and council appointments
- Ensures the completion of an annual review of the performance of governance bodies with a focus on the structure, size and composition of the Board and Council
- Ensures that the Board and Council have a reasonable geographical distribution of members and a balance of diversity, sector and background

Region, Nation and Branch Chairs

- Work closely with all staff and volunteers in the IoD to promote the ethos of 'OneloD'
- Represent the public face of the IoD at a local level
- Play a vital role in the development of the IoD offering to our members, ensuring everything the IoD does places the member first.

The opportunity

Role title	Member of the Professional Development and Accreditation Committee
Company	Institute of Directors
Website	iod.com
Position based	The meetings of the Committee are held in London or virtually.
Dimensions	Circa 20,000 members; influencing a much larger network of nearly 100,00 existing and aspiring directors.
Commitment	The Committee meets at least three times a year and members will be expected to commit five to six days per year to Committee business.
Remuneration	Committee positions are not remunerated; however, expenses will be paid in line with the IoD's expenses policy.
Tenure	Committee members are appointed for an initial term of three years and are eligible for re-appointment for a second term of three years.
IoD membership	Candidates must either be existing members of the IoD or prepared to become a member on appointment to a Committee. Please note that Membership fees are borne by the individual.

The role

The IoD is currently seeking to appoint a new external member to its Professional Development and Accreditation Committee, this will not be an Non-Executive Director role. The Professional Development and Accreditation Committee is a committee of the Board and is responsible for providing guidance on the IoD's overall Professional Development ("PD") strategy ensuring it is fully aligned to the Institute's purpose, values and long-term strategy. It oversees the educational standards/competencies for directors and boards and the methods by which directors can be assessed on these. We seek experienced leaders in professional development and accreditation who:

- Have held senior leadership roles within respected professional bodies, academic institutions, or accreditation organisations.
 - Can demonstrate a track record of developing and implementing strategic PD initiatives that have delivered measurable outcomes at scale.
 - Possess deep expertise in designing, overseeing or accrediting professional qualifications, courses or certification schemes.
 - Are well-versed in global accreditation standards and best practices/frameworks.
 - Understand governance frameworks for educational awards, regulatory compliance (e.g., OFQUAL, QAA) and risk management in assessment contexts.
 - Bring substantial domain knowledge in at least one of the IoD's Certificate pillars (e.g., corporate governance, finance, strategy, marketing), underpinned by professional or academic credentials.
 - Demonstrate strong competence in QA/QC methodologies for assessments, including policy development, audit processes and continuous improvement.
 - Excel at stakeholder engagement, building partnerships with course providers, accreditation bodies and academic institutions.
 - Can provide constructive challenge and build consensus among senior stakeholders.
 - Uphold the highest standards of integrity, confidentiality and ethical conduct in all PD activities.
- This role will be both challenging and rewarding as you will be contributing towards improving the professional development of directors and business leaders across the country.
- Please note:** conflict of interests (actual or perceived) may prevent an individual from serving on a committee or taking part in discussions at meetings. This will be determined at the discretion of the Institute Secretary and Chair of the Committee.

The IoD values and promotes diversity and is committed to equality of opportunity; all appointments are made on merit.

Appendix

Appointment process

The recruitment process is being led by the Board supported by Thewlis Graham Associates

Appointment timetable

Closing date for applications: 03 September 2025
Anticipated first interviews with Institute of Directors, w/c 22 September 2025

Applications

Online applications are preferred with a cover letter, providing specific examples on how the criteria for the role is met, quoting reference AC0701 to applications@thewlisgraham.com

We will kindly ask all applicants to complete an anonymous, online equal opportunities monitoring form

Further information

For further information or a confidential discussion, please contact:

Thewlis Graham Associates
applications@thewlisgraham.com
020 7850 4785

