

Head of Governance

About the Team and the Role

- Part of the Governance and Quality directorate, the Governance function plays a critical role in ensuring Mencap operates safely, effectively, and in line with legal, regulatory and internal standards. The team provides specialist advice to enable good governance, sound decision making, risk management and compliance, practically supporting the delivery of high-quality services for people with a learning disability and ensuring Mencap is run well.
- As Head of Governance, you will provide strategic leadership to mature Mencap's governance framework, advancing special projects to further our strategy and strengthen our environmental, social and governance (ESG) practice. You will ensure robust systems, clear accountability, and effective assurance are embedded.
- You will lead the governance team building specialist knowledge, skills and capability and embed a culture where good governance is seen as everyone's responsibility.
- This role is key in strengthening our approach to risk management, regulatory and legal compliance, and sound oversight. You will ensure that governance processes are proportionate, effective, and aligned to Mencap's Strategy 2030, while fostering a culture of transparency, learning, and accountability. You will be accountable for the charity's scheme of delegation and driving forward improvements in governance practice, to develop the Board and arising from external Governance Reviews.
- You will work closely with senior leaders, providing expert advice, constructive challenge and insight to support decision-making and drive continuous improvement
- You will advise on matters across the Mencap Group, ensuring the charity's governance is fit for purpose and at the leading edge of governance practice.
- You will also play a central role in Board and Executive governance, ensuring high-quality reporting and assurance, clear visibility of risk, and strong organisational grip on quality and safety to enable confident decision-making.

What you will bring to the role (Essentials)

- Significant experience in a senior governance leadership role in a regulated environment (e.g. health or social care).
- Strong leadership experience with a track record of building, developing and leading high-performing teams and driving organisational improvement.
- Strong experience of high functioning governance frameworks, proportionate risk management, compliance and assurance processes; and handling integrity matters.
- Strong working knowledge of the law, regulatory expectations and best practice.
- Experience of working with senior leaders and Boards, providing insight, constructive challenge, and high-quality reporting.
- Excellent analytical skills with sound judgement and the ability to make confident decisions in complex, high-risk or sensitive situations. Ability to interpret complex information and data to identify trends, risks, and opportunities.
- Excellent communication and influencing skills, with an ability to build credibility at all levels.
- A collaborative approach, to work alongside colleagues to resolve issues as they arise
- Experience of developing and implementing policies, procedures, frameworks and organisational controls that simplify process, improve practice and drive compliance. Experience in ESG practice is an advantage.
- Ability to balance strategic thinking with operational delivery, with drive to deliver.
- A clear commitment to inclusion, co-production and improving the lives of people with a learning disability.

What you will bring to the role (Desirable)

- Experience implementing and improving governance systems and processes at scale.
- Experience working in a national charity or social care provider.
- Experience leading organisation-wide governance or assurance reviews.
- Knowledge of regulatory frameworks across the three nations Mencap operates in, including inspection processes and regulatory focus areas for good governance.
- Experience of inclusive governance, co-production and trauma-informed practice is an advantage.

Please note: This job description is not intended to be exhaustive. Duties and responsibilities may evolve over time to reflect the needs of the organisation and the role.



We are **passionate**
about making the
world a better place



We are **positive**
in our work and
with each other



We are **brave**
we challenge and
try new things



We are **kind**
to everyone



We are **inclusive**
of everyone



“This isn’t just a job - it’s a chance to help change the lives of people with a learning disability and their families. If you’re passionate about making a difference, join Mencap in building a more inclusive future.”

Mencap and our Commitment to Safeguarding

Mencap is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults, and expects all staff and volunteers to share this commitment.

Successful applicants will be subject to appropriate pre-employment checks, including references and, where applicable, an enhanced Disclosure and Barring Service (DBS) check.



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