

Greater Lincolnshire

Combined County Authority 

EMPLOYMENT AND SKILLS BOARD RECRUITMENT PACK 2026



RECRUITMENT PACK
FOR TWO NON-VOTING
MEMBERS OF GLCCA'S
EMPLOYMENT AND
SKILLS BOARD

INTRODUCTION

We are seeking two non-voting members to join our Employment and Skills Board. This is a unique opportunity to provide advice and join discussion with political leaders of the Authority relevant to the remit of the Employment and Skills Board. At least one of the new members will be an independent training provider with current experience of delivering within the Greater Lincolnshire area. A Further Education College representative and University representative have already been appointed.

WHO YOU WILL JOIN ON THE EMPLOYMENT AND SKILLS BOARD

Successful applicants will join the Employment and Skills Board that is an established committee of the Authority, and the Chairman is Cllr Rob Waltham. [About the Combined County Authority – Greater Lincolnshire CCA](#)

GREATER LINCOLNSHIRE COMBINED COUNTY AUTHORITY

The GLCCA constitution sets out that there are non-voting members comprising one business member and three co-opted members. Two of these seats have already been appointed, and we are seeking to fill the two remaining seats.

Name	Confirmed appointment
Neal Juster	Business Member - Recommendation made by GLCCA's Economic Advisory Panel (interim)
Mark Locking	Co-opted member 1 - Recommendation made by Federation of Greater Lincolnshire Colleges
To be appointed	Co-opted member 2
To be appointed	Co-opted member 3

Further co-opted members may be appointed with the approval of the Authority if circumstances require.

Meetings are held every two months in person, at locations around Greater Lincolnshire and it is anticipated that successful candidates will be invited to attend a meeting on 30th September 2026.

Details and minutes of previous meetings are available here: [Browse meetings - Greater Lincolnshire Combined County Authority - Employment and Skills Board](#)

This role is voluntary and therefore does not attract a financial payment. Travel expenses are paid.

WHO SHOULD APPLY?

Applicants should be willing to provide the required time commitment to the Employment and Skills Board. At least one of the new members should be an independent training provider with current experience of delivery within the Greater Lincolnshire area.

Examples of potential applicants:

- Adult/community learning provider with experience of delivering government contracts
- Registered apprenticeship provider with a delivery base in Greater Lincolnshire
- Employment support provider to residents in Greater Lincolnshire
- Provider of local job or work-related health services

ABOUT THE GREATER LINCOLNSHIRE COMBINED COUNTY AUTHORITY

The Greater Lincolnshire Combined County Authority (GLCCA) was created in February 2025 and the Mayoral election took place on 1st May 2025. This new strategic authority is taking on new responsibilities from the government to shape a better future for Greater Lincolnshire. For example, from 1st August 2026 it takes over the circa £20m annual Adult Skills Fund (ASF) budget from the Department for Education.

It will be the driving force behind economic growth and road, transport and infrastructure improvements. Delivering better training opportunities and new jobs, the authority will make sure that the funding the area received turns into real benefits for residents and businesses.

GLCCA's corporate plan set out its main priorities. The plan forms the basis for all activities and is designed to enable long term planning which will deliver lasting positive change.

ABOUT THE EMPLOYMENT AND SKILLS BOARD

The Board plays a central role in shaping and overseeing employment, skills and adult education. Working within the strategic and budget framework, it supports delivery of the Greater Lincolnshire Plan.

ACTIVITY AREAS

Strategy and delivery	Supporting the development, implementation and review of employment and skills strategies, policies and investment priorities, and monitoring impact.
Partnership working	Collaborating with the Mayor, local partners, providers and stakeholders to enable a joined-up approach to employment, skills and training provision.
Funding and investment	Contributing to funding bids and helping shape how skills funding is allocated and managed locally.
Adult Skills Budgets	Overseeing the annual skills programme, including funding rules and assurance arrangements.
Advice and recommendations	Providing expert advice to the Authority and the Mayor on key plans and strategies, including the Employment and Skills Plan, Investment Strategy and Local Skills Improvement Plan.
Insight and evidence	Contributing specialist knowledge, research and labour market insight to strengthen decision-making.
Accountability and oversight	Supporting effective monitoring of delivery partners and responding to audit and scrutiny recommendations.
Collaboration	Working with other boards and representing the Authority across relevant external partnerships.



WHY JOIN?

Although these voluntary roles are non-voting, they offer a meaningful opportunity to influence the future of skills and employment across Greater Lincolnshire.

As a Board member, you will:

KEY BENEFITS	
Benefit	What it means
Shape local priorities	Contribute your expertise to discussions that inform strategic decisions on skills, training and employment support.
Influence investment	Help ensure that funding is directed to areas of greatest need and impact for residents and businesses.
Bring real-world insight	Provide practical perspectives from your experience of the local labour market, strengthening how policy translates into delivery in Greater Lincolnshire.
Build networks	Work alongside senior leaders from across the public, private and education sectors, expanding your professional connections.
Stay at the forefront	Gain insight into emerging policy, funding opportunities and sector developments at a regional and national level.
Make a difference	Play a part in improving opportunities for individuals and supporting economic growth across Greater Lincolnshire.

COMMITMENT

If successful, as a Board member we will ask you to:

- Attend bi-monthly in-person Employment and Skills meetings; expected to be 5-6 meetings per year and half a day each meeting.
- Travel to the meetings held in different venues across Greater Lincolnshire.
- Read papers and prepare for meetings, anticipated to be 0.5 day per month or equivalent.
- Maintain your local currency as an expert in your field.

A Member will cease to be a Member of the Board if they fail to attend three meetings in a rolling twelve-month period.

Appointments will be reviewed annually at the AGM where there is an option to extend.

SUCCESSFUL CANDIDATES
ARE LIKELY TO BE INVITED
TO ATTEND THEIR FIRST
MEETING ON 30TH
SEPTEMBER 2026.



WHO SHOULD APPLY?



EXPERIENCE

- A senior leader who is resident in or works in Greater Lincolnshire.
- First-hand experience of how public funding for employment, skills and training works and how it is experienced locally, including in Greater Lincolnshire's rural and coastal areas.
- Involvement with and/or serving on groups or boards of senior executives.
- Engagement with local businesses, particularly SMEs

SKILLS

- Analytical thinking and evidence-based problem solving with the ability to quickly understand, analyse, and distil complex issues to contribute to strategic discussions.
- Strong interpersonal and communication skills, being articulate and passionate.
- Natural collaborators, being knowledgeable and strongly committed to working in a partnership environment working across the private sector, public sector and social enterprises.

OUTLOOK

- A strong commitment to, and understanding of, Greater Lincolnshire residents and their barriers and opportunities to learning and work in Greater Lincolnshire.
- A drive to put what is best for the local economy first and be prepared to make the case for Greater Lincolnshire within and outside of their networks.
- A strong commitment to, and understanding of, the Greater Lincolnshire provider landscape and the challenges in delivering employer-led training and employment services in Greater Lincolnshire.
- Commitment to equality of opportunity, including an understanding of the barriers and challenges faced by economically or socially excluded groups.
- Adhere to the Nolan Principles and code of conduct for the GLCCA.

CODE OF CONDUCT REQUIREMENTS

All Board Members must comply with the GLCCA's code of conduct and complete a register of interest form. The registers of interest are published and reviewed annually.

HOW TO APPLY

Recruitment process and timescale

Please provide:

1. A short Expression of Interest/covering letter (max. 2 pages) outlining your motivation and what you would bring to the Board.
2. A brief professional profile or link to your LinkedIn profile.

All applicants will be assessed against the advertised criteria, skills and experience provided within this recruitment pack.

Applicants are asked to email their Expression of Interest and Professional Profile clare.hughes@greaterlincolnshire-cca.gov.uk (Clare Hughes, Head of Employment and Skills)

Applications must be received by 5pm on Monday 10th August 2026

All shortlisted candidates will be interviewed via Teams. Recommended appointments will subsequently be proposed to the Employment and Skills Board for ratification.



RECRUITMENT TIMELINE

Date	Recruitment stage
15th July 2026	Applications Open
10th Aug 2026	Applications Close
11th - 14 th Aug 2026	Shortlisting and invitation to interviews (if required) issued
17th Aug - 11th Sept 2026	Interviews (if required) held via Teams
w/c 14th Sept 2026	Candidates notified of results subject to appointments being ratified by E and S Board
w/c 21st Sept 2026	Successful candidates inducted
30th Sept 2026	Meeting of Employment and Skills Board (successful applicants expected to attend)

