Audit and Risk Committee

Recruitment Information

**The Welsh Language Commissioner is seeking to co-opt a new member to the Audit and Risk Committee.**

Role of the Committee

The Commissioner, as Accounting Officer for the Welsh Language Commissioner, has established an Audit and Risk Committee (“the Committee”), a committee of independent non-executive members to provide objective and impartial advice in the discharge of responsibilities for issues of risk, control and governance.

The duties of the Committee include scrutinizing and challenging the following:

 - financial reporting arrangements;

 - internal controls and risk management systems;

 - arrangements for compliance, whistle-blowing and fraud;

 - internal audit;

 - external audit;

 - risk assessment and risk management arrangements

The Committee comprises three independent non-executive members and the Chair.

Information about the Welsh Language Commissioner is available on the website -

<https://www.welshlanguagecommissioner.wales>

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# Purpose of the post

The main purpose of the post, as a member of the committee, is to advise and support the

Welsh Language Commissioner.

Committee members will attend and have significant input at Committee meetings. Attendance at additional meetings may be required such as training and development sessions and to take part in other activities as requested by the Commissioner.

# Person specification

The successful applicant will have experience of corporate governance and accountability issues. They will also have the following:

* an understanding of issues affecting the Welsh language;
* the ability to speak both Welsh (desirable) and English ;
* experience of Board level working in either the public or private sectors;
* experience of providing clear, balanced advice and guidance in matters of risk, control and governance;
* experience of the regulatory environment for audit and risk within the public or private sectors;
* experience of achieving corporate and service objectives;
* experience of working in the legal field;
* an understanding of legislation in general, and specifically legislation affecting the Welsh Language;
* the ability to think conceptually and innovatively;
* highly refined diagnostic and analytical skills;
* an understanding of setting and managing standards;
* a specialism in IT system management and cyber security (desirable)
* sound principles;
* the ability to deal with complex situations;
* the ability to work collaboratively in a team;
* a detailed understanding of government and accountability structures;
* an accountancy or audit qualification and/or risk management experience (desirable).

# Term of Appointment

The post will be for an initial three year term of appointment, subject to any statutory requirements introduced by The Public Audit (Wales) Bill.

Subject to the requirements of legislation the position will be renewable following satisfactory performance for a second term only.

# Time Commitment

The Audit and Risk Committee will meet up to four times per year. Additional meetings may be convened as business demands. Regular presence is expected at these meetings.

# Remuneration and Expenses

The Chair of the Committee will receive a daily fee of £297 for meetings.

Committee members will receive a daily fee of £198 for meetings.

Expenses incurred in the course of your duties on the Committee will be reimbursed in line

with Welsh Language Commissioner travel and subsistence policy.

# Expressions of interest

Please send your CV, in Welsh or English, and a covering letter setting out in writing what you would bring to the role and how you meet the criteria outlined in the person specification, through your knowledge, skills and experience.

The information should be sent to swyddi@cyg-wlc.cymru

The closing date is 12.00 midday, Monday 30 April 2024.

Note:

These posts are not open to current Welsh Language Commissioner employees.

The post will be subject to the Welsh Language Commissioner receiving satisfactory references.