



Royal Pavilion & Museums Trust

Trustee Recruitment Pack

December 2020

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Use your skills, enthusiasm and passion to help run Brighton & Hove’s wonderful Royal Pavilion and museums

The Royal Pavilion and Brighton and Hove’s main museums are now run by an independent charitable trust governed by a board of trustees. The Trust want to appoint a new Trustee help us run this group of venues that are so essential to the city’s wellbeing . We are particularly keen to supplement and widen the skills, expertise and experiences already on the board with younger trustees, trustees from more diverse backgrounds and with different experiences.

This is an exciting and important period in the new Trust’s life. As we emerge from the COVID crisis we need to maximise the number of people we are engaging with and maximising sources of income. It is particularly important that our governance structure can represent all Brighton’s population and draw on as wide a range of expertise and viewpoints as possible.

Advert – Young Shadow Trustee

Use your skills, enthusiasm and passion to help run Brighton & Hove’s wonderful Royal Pavilion and museums and gain new governance skills

The Royal Pavilion and Brighton and Hove’s main museums are now run by an independent charitable trust governed by a board of trustees. The Trust want to appoint a new young Shadow Trustee to help us run this group of venues that are so essential to the city’s wellbeing. We are keen to supplement and widen the skills, expertise and experiences already on the board with a young person, probably at the beginning of their career who will bring different perspectives to the board and who we will support and mentor.

This position is designed for someone to develop their skills and experience in governance in order to have the confidence to apply for trusteeships in the future. As a shadow trustee the appointed person will take part in board discussions and have an advisory role, but will not take on the voting rights or legal responsibilities of a trustee.

We do not have a strict age restriction for this post, so as an ‘early career’ candidate the young person could be in their 20s or 30s.

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Welcome

Thank you for your interest in joining the Board of Trustees of the Royal Pavilion and Museums Trust (RPMT).

The Trust came into being on 1 October 2020. It has inherited from Brighton & Hove City Council responsibility for running 5 destinations: The Royal Pavilion, Brighton Museum and Art gallery, Hove Museum, The Booth Museum and Preston Manor. It also manages the Royal Pavilion Garden and the museum collections of Brighton & Hove. We have about 150 staff who look after these buildings, curate and care for the collections, welcome visitors across our sites and manage the service. We have a great leadership team who are employed to manage these teams and buildings on a day-to-day basis and plan for their future success. The role of the board of governors or trustees is to oversee and monitor the successful running of the trust and support the leadership team in their work.

To support the transition from council to independent trust a shadow board was created and then this group became the governance board of the new Trust. As part of a process of continual evolution we now wish to appoint a new trustee. To compliment current board members at this time, we would particularly welcome applications from younger people in the early part of their career, people from diverse backgrounds and people with creative, artistic, and digital expertise and experience.

We also want to encourage young people to consider becoming trustees and are therefore also creating a Shadow Trustee position for someone at the beginning of their career in the hope that they will contribute to board business and gain useful experience to in time become a full trustee.

Trustees get to learn about how a complex organisation is run, about the governance of charitable organisations and make a meaningful contribution to the Trusts success by drawing on their experiences and perspectives.

This is a major opportunity to be involved in shaping the vision for this new independent Trust, to be associated with one of the UK's most iconic heritage sites as well as Brighton's extraordinary portfolio of museums and their collections, and to contribute to positioning Brighton and Hove as a world class cultural centre.

If you're keen to contribute to the future of this nationally significant museums service, please get in touch.

Michael Bedingfield
Chair of Trustees

Brighton & Hove's Royal Pavilion and Museums (RPMT)

The city of Brighton & Hove is the most famous of all English seaside resorts, unrivalled for its distinctive architecture, artistic and creative innovation and the value it puts on social inclusion and social justice. It is one of the most creative and culturally vibrant places in Europe and its museum service is central to maintaining this reputation and helping it to continue to develop and grow.

The buildings, collections and staff that make up the RPMT are a fundamental part of Brighton & Hove. The RPMT museums and collections are of international and national reputation and importance, and are treasured by visitors to the region as well as local communities:

- In 2018, the **Royal Pavilion** (a Grade 1 listed building) and **Garden** (Historic England Grade II) attracted around 300,000 visitors from around the world. Built as a royal palace in the late 18th and early 19th centuries It is a unique building, and one of the most recognisable in the UK.
- **Brighton Museum & Art Gallery** (Listed Grade II*), which opened on its current site in 1902, underwent a £10m refurbishment in 2002. The museums eclectic collections appeal to a wide range of different interests and age groups, and displays in its galleries include fashion and style, 20th century art and design and fine art as well as telling the story of Brighton and hosting temporary exhibitions.
- The **Booth Museum of Natural History** (Listed Grade II), built in 1874, is one of the largest natural history museums in the UK, with collections of internationally scientific significance.
- **Hove Museum & Art Gallery**, dating from 1873, was refurbished in the early 2000s, and has developed a reputation for family activities and exhibitions, as well as adult learning.
- **Preston Manor** (Listed Grade II*), was originally built in about 1600. The Manor is known for its formal and informal creative learning activities.

The RPMT receives regular funding from Arts Council England. The World Art, Decorative Art and Natural History collections have been recognised by Arts Council as being collections of national significance.

Regionally, the RPM makes an important contribution to museum development. As lead partner of a consortium with the Hampshire Cultural Trust, Oxfordshire County Museums Service, and Chatham Historic Dockyard Trust, the RPMT provides professional support to implement transformational change among museums in the region.

Vision and mission and future priorities

Now that the new Trust is in place, we are developing a new vision and mission for the future and want trustees to be central to this process. We need to build a strong and resilient business model that makes us less reliant on public finances. We also want to make sure we are contributing fully to Brighton & Hove being a major tourist destination. And we want to bring real value to the lives of everyone who lives in Brighton & Hove whatever their circumstances. To deliver on these aims we recognise we must have a board of trustees that are diverse, up for change and that reflect the population of Brighton & Hove.

We will want to continue with and put in place a series of new initiatives that make maximum use of our sites and resources and make sure they stay relevant. We are currently planning a major project to renovate and make more accessible the Royal Pavilion Gardens. We also want to ensure Hove Museum and the Booth Museum become major community resources. We want to keep doing innovative projects that involve Brighton's different communities.

More information about the RPMT, its sites, projects and plans can be found on the web site <http://brightonmuseums.org.uk/>

Role description

The RPMT is looking for one new Trustee and one new Shadow Trustee to bring strength and experience to the Board. Trustees/Shadow trustees will be required to:

- Contribute actively to the Board by giving firm strategic direction to RPMT, through setting, in collaboration with staff, community panel and stakeholders, overall policy, defining goals, setting targets, and evaluating performance against agreed targets.
- Ensure that the Trust pursues its objects as defined within its governing document.
- Maintain sound financial management of the resources of the Trust.
- Ensure that the Trust is compliant with the terms of the contract with BHCC, and that the requirements of other stakeholders are met.
- Ensure that the RPMT complies with its Articles of Association, charity law, company law, and other relevant legislation or regulations.
- Safeguard the good name, reputation and values of RPMT.
- Exercise reasonable care and skill, using personal skills and experience to help the Board of Trustees in collaboration with staff and stakeholders reach sound decisions.
- Be an active advocate and champion for the Trust and its activities.

Person specification

We are looking for a trustee who:

- Has an understanding of and commitment to the vision for the Trust.
- Is highly motivated to engage with heritage, museums, learning, gardens and conservation and their social role and purpose.
- Is a team player, influencing and responding to the opinions and expertise of fellow trustees.
- Can bring a mix of cross cutting as well as specialist skills and spheres of influence.
- Is committed to equal opportunities and diversity and to contributing to a diverse and inclusive workforce and Trustee body.
- Has some experience of good governance practiced within the charitable / third sector domains.
- Has some understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship.
- Is committed to a consistent level of involvement and time commitment during their term of office.
- We are particularly interested in individuals who are still in the earlier part of their career, come from a diverse background and have specialist expertise in the arts, creativity and in particular digital creative media or the creative industries.

We are looking for a shadow trustee who:

- Has an understanding of and commitment to the vision for the Trust.
- Is highly motivated to engage with heritage, museums, learning, gardens and conservation and their social role and purpose.
- Is a team player, influencing and responding to the opinions and expertise of fellow trustees.
- Can bring a mix of cross cutting as well as specialist skills and spheres of influence.
- Is committed to equal opportunities and diversity and to contributing to a diverse and inclusive workforce and Trustee body
- Has a willingness to learn about good governance practiced within the charitable / third sector domains.
- Has a willingness to learn about the legal duties, responsibilities and liabilities of trusteeship.
- Is committed to a consistent level of involvement and time commitment during their term of office.
- We are particularly interested in individuals who are at the beginning of their career, come from a diverse background and has experience in one or more of museums, heritage, the arts, the creative industries, or digital creative media.

In the case of both the trustee post and shadow trustee induction, support and mentoring will be provided including a “buddy” system of support from an existing trustee.

Time Commitment, term of service, and remuneration

- The Board meets four times a year in Brighton. In addition to attending four Board meetings per year, trustees may be asked to join a sub-committee, and this would require a total time commitment of eight to ten days a year.
- The next five years will be ones of considerable organisational change, and it is important that Trustees are available to the Chief Executive on a regular basis. 2021 and 2022 will require a particularly active level of involvement
- Trustees will visit the RPMT offices and museum sites, and attend a range of events across the Trust’s five museums during both daytimes and evenings
- Trustees will use their own specialist skills and experience to support Trustee committees and staff / trustee working groups as appropriate

The term of service will be three years, renewable by a second term of three years through mutual agreement.

This position is not remunerated but reasonable out of pocket expenses (including travel costs) will be reimbursed.

All new trustees will be given an induction which will include orientation days and the opportunity to meet with senior staff.

Recruitment process and indicative timetable

We hope you are interested in joining the RPMT and using your skills and experience to realise our ambitions. Please send us:

1. A personal statement explaining why you are interested in becoming a trustee or young shadow trustee and what skills and experience you would bring. Please keep this to a maximum of 500 words.
2. Your CV, including at least two referees (references will only be contacted with prior permission and only if an applicant is offered a post on the board)
3. A completed Application Pack
4. A completed Equalities Form

The closing date for applications is **Friday 29 January 2021**. Interviews will be held using a video link in early February.

Applications should be emailed to Nicola Coleby, Partnerships Manager, the Royal Pavilion and Museums Trust nicola.coleby@rpmt.org. Nicola should also be contacted in the first instance by anyone who would like to discuss these posts.

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