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**Brighton & Hove Museums**

**Trustee Recruitment Pack**

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**Do you want to use your skills and enthusiasm to help run Brighton & Hove’s**

**Museums?**

**Then think about joining our Board of Trustees.**

Brighton & Hove Museums (B&HM) are run by an independent charitable trust, the Royal Pavilion and Museums Trust, which is governed by a board of trustees. The Trust is looking to appoint two new trustees to help us run this group of museums that are so essential to the city’s wellbeing.

We want to supplement and widen the skills, expertise and experience already on the board with two people who will bring different perspectives.

Four and a half years after becoming an independent charity this is an exciting and challenging period in the Trust’s life. We need to maximise the number and range of people we are engaging with and increase sources of income. It is particularly important that our governance structure represents the full diversity of our potential audiences and draws on as wide a range of expertise and viewpoints as possible.

# Welcome

Thank you for your interest in joining the Board of Trustees of Brighton & Hove Museums (the Trust).

The Trust came into being on 1 October 2020. It has inherited from Brighton & Hove City Council responsibility for running five destinations: The Royal Pavilion and Garden, Brighton Museum and Art Gallery, Hove Museum of Creativity, the Booth Museum of Natural History and Preston Manor and Gardens. It also manages the museum collections of Brighton & Hove and has a major digital presence.

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.

This is a major opportunity to be involved in helping us plan for the future of Brighton & Hove Museums, 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 work with us, please get in touch.

Michael Bedingfield DL

Chair of Trustees

# Brighton & Hove Museums

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 Trust are a fundamental part of Brighton & Hove. B&HM museums and collections are of national and international reputation and importance, and are treasured by visitors to the region as well as local communities:

* **The** **Royal Pavilion** and **Garden** welcomesvisitors from around the world. Built as a royal palace in the late 18th and early 19th centuries, it is one of the most iconic buildings in the UK.
* **Brighton Museum & Art Gallery** opened on its current site in 1902. Its eclectic nationally important collections include World Art, street fashion and design, as well as telling the story of Brighton and hosting temporary exhibitions.
* **The** **Booth Museum of Natural History,** built in 1874, is one of the few specialist stand-alone natural history museums in the UK, with collections of international scientific significance.
* **Hove Museum of Creativity**, dating from 1873, has developed a reputation for family activities and exhibitions, as well as adult learning.
* **Preston Manor and Gardens** was originally built in about 1600 and is presented as it was left to the city in the early 20th century. The Manor is known for its formal and informal creative learning activities, and its decolonisation programme.

The Trust receives regular funding from Arts Council England as one of its National portfolio Organisations as well as important financial support from Brighton & Hove City Council (BHCC). Over 80% of our income derives from ticket sales and commercial activity.

# Vision and mission and future priorities

We are a world-renowned home for the curious, creative and progressive.

Many influences meet here – royal and rebel, dandy and dreamer, artist and activist – to form a collection of dynamic destinations that are greater than the sum of their parts.

We achieve this because we are:

* continually surprising people, including ourselves.
* loved by locals and treasured by the world.
* inspiring, and inspired by, the community around us.
* sparking curiosity, starting conversations and sharing stories.
* championing progress, diversity and sustainability.

We want to contribute fully to Brighton & Hove being a major tourist destination and bring real value to the lives of everyone who lives in Brighton & Hove whatever their circumstances.

To deliver on these aims we recognise we need a board of trustees that are diverse, up for change and that reflect the population of Brighton & Hove.

We are putting 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 delivering a major National Lottery Heritage Fund project to renovate and make more accessible the Royal Pavilion Gardens.
* We want to ensure Hove Museum of Creativity becomes a focus for art and design and the Booth Museum of Natural History becomes a community resource that discusses climate change
* Preston Manor will reopen in 2025 with an exciting public programme.
* We want to keep doing innovative projects at Brighton Museum and Art Gallery that involve Brighton’s different communities.

More information about the Trust, its sites, projects and plans can be found on the website

[**http://brightonmuseums.org.uk/**](http://brightonmuseums.org.uk/)

**Trustee role description**

The Trust is looking for two new Trustees to bring additional strengths and experience to the Board. Trustees will be required to:

* + Be an active advocate and champion for the Trust and its activities.
  + Contribute actively to board meetings, offering perspectives and views, and questioning the Executive Board.
  + Exercise care and skill, using personal skills and experience to help the Board of Trustees in collaboration with staff and stakeholders reach sound decisions.
  + Ensure that the Trust pursues its objects as defined within its governing documents.
  + Gain an understanding of sound financial management of the resources of the Trust.
  + Gain an understanding of the terms of the contract with BHCC, and that the requirements of other stakeholders are met.
  + Gain an understanding of the Trust’s Articles of Association, charity law, company law, and other relevant legislation or regulations. Safeguard the good name, reputation and values of the Trust.

# Person specification

We are looking for two trustees who:

* + - Are passionate about Brighton & Hove Museums
    - Can offer specialist expertise or experience to help us develop our future plans for our five museums, specifically skills in one of the following:
      * Fundraising
      * Digital experience
      * Commercial and Business Development
      * Catering
      * The UK museums sector
      * Conservation of historic buildings
    - Have a commitment to the vision for the Trust.
    - Are highly motivated to engage with and promote the social role and purposes of heritage, museums and conservation.
    - Are team players, influencing and responding to the opinions and expertise of fellow trustees.
* Are committed to equal opportunities and diversity and to contributing to a diverse and inclusive workforce and Trustee body.
  + - Can commit to a consistent level of involvement and time commitment during their term of office.
    - Ideally, but not essentially, have some experience of good governance practiced within the charitable / third sector domain, and the legal duties, responsibilities and liabilities of trusteeship.

# Time Commitment, term of service, and remuneration

New trustees will be given a full induction which will include an orientation day, the opportunity to meet with senior staff and a briefing on the responsibilities and duties of trustees. Support and mentoring will be provided including a ‘buddy’ system of support from an existing trustee.

* + The Board meets four times a year, normally for about 2-3 hours in person on a weekday afternoon in central Brighton & Hove.
  + In advance of the board meeting, take part in an online briefing session with the ‘board buddy’.
  + In addition, trustees will be invited to visit the Trust 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, experience and networks to support Trustee committees and staff / trustee working groups as appropriate.
  + A number of sub-committees meet which trustees might be asked to join or contribute to.

Length of service: the term of service will be three years, with an option to serve a second term.

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

# Recruitment process and indicative timetable

We hope you are interested in joining the Trust and using your skills and experience to realise our ambitions.

If you would like to speak to someone before making an application, please contact Melanie Boardman (see below for contact details).

To apply, please send us:

1. A personal statement explaining why you are interested in becoming a trustee and what skills and experience you would bring. Please keep this to a maximum of 500 words or a video clip of maximum, 2 minutes.
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 Form
4. A completed Equalities Form

Applications should be sent to Melanie Boardman, Executive Team Manager [melanie.boardman@rpmt.org.uk](mailto:melanie.boardman@rpmt.org.uk)

The closing date for applications is **midnight on 7th March 2025.**

Interviews will be held on **8th April 2025** in the Royal Pavilion.

Successful applicants will be invited to attend the board meeting on **30th** **April 2025** as observers**.**

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