



# TRUSTEE OPPORTUNITIES

January 2020



Hampshire Cultural Trust  
Chilcomb Lane,  
Winchester,  
Hampshire  
SO23 8RB

01962 678140

To all candidates

We are appealing for trustees to join our team at this exciting and challenging time in Hampshire Cultural Trust's development.

Hampshire Cultural Trust is as an independent and energetic charity, established in 2014 to promote Hampshire as a county that offers outstanding cultural experiences to both its residents and visitors. The trust was established to promote Hampshire as a great cultural county, our vision is to create inspirational cultural experiences that enrich and transform lives.

From museums to galleries to arts centres, we manage and support 26 arts and museum attractions across the county that were previously operated by Hampshire County Council and Winchester City Council.

We run a huge variety of workshops, classes, events and projects for both young and old, in schools and in communities, with particular emphasis on reaching people who are vulnerable or disadvantaged and would not normally be able to access arts and culture. In addition, we care for 2.5 million objects that relate to Hampshire's rich and internationally important cultural heritage. Our purpose is to change lives through culture.

Further details about Hampshire Cultural Trust can be found at our website:

[www.hampshireculture.org.uk](http://www.hampshireculture.org.uk)

We are seeking to appoint high calibre trustees to join the nine existing trustees on the Board and add the vital capacity, diversity and expertise needed to sustain and deliver vibrant and diverse cultural programmes and initiatives across Hampshire.

As a member of the Board of Trustees you will have the opportunity to make a real difference to people's lives through providing direction and support to the trust's team of staff and volunteers.

We are looking for people who can bring a passionate enthusiasm for culture, a collegiate working style and a strong appreciation of the trust's purpose. All trustees need to be able to provide strategic oversight of the charity's activities and we are specifically looking for experience in the heritage, museums and collections field.

You may already have experience within a charity governance context and be able to bring your experience and skills to support the growth of our developing organisation.

We are also keen to develop the diversity of our Board and strengthen our expertise in the areas of the arts and the creative industries.

In return for your commitment we can offer you the opportunity to make a real difference to people's lives across Hampshire, the chance to work with a like-minded and dedicated group of trustees, and the satisfaction of playing your part in shaping an innovative model for the future delivery of cultural services in the UK.

We would love to hear from you if you like the prospect of this challenge and can bring fresh excitement and passion to our vision for the future.

Yours sincerely

Alan Lovell

Chairman  
Hampshire Cultural Trust



## ROLE PROFILE FOR TRUSTEES

### General:

Hampshire Cultural Trust's Board of Trustees consists of between three and twelve Trustees including two Council Appointed Trustees. Regular board meetings take place quarterly, in addition, two further meetings per year are scheduled. Sub-committee involvement is also available for those who are able to increase their involvement.

### Role purpose:

To ensure that Hampshire Cultural Trust carries out its charitable purpose for the public benefit. To be an integral part of the development of the strategic direction and goals of the trust.

### Statutory Duties as a Trustee and Director of the Board

- i) Ensure your charity is carrying out its purposes for the public benefit
  - ensure you understand the charity's purposes as set out in its governing document
  - plan what your charity will do, and what you want it to achieve
  - be able to explain how all of the charity's activities are intended to further or support its purposes
  - understand how the charity benefits the public by carrying out its purposes
- ii) Comply with your charity's governing document and the law
  - make sure that the charity complies with its governing document
  - comply with charity law requirements and other laws that apply to your charity
- iii) Act in your charity's best interests
  - do what you and your co-trustees (and no one else) decide will best enable the charity to carry out its purposes
  - with your co-trustees, make balanced and adequately informed decisions, thinking about the long term as well as the short term
  - avoid putting yourself in a position where your duty to your charity conflicts with your personal interests or loyalty to any other person or body
  - not receive any benefit from the charity unless it is properly authorised and is clearly in the charity's interests; this also includes anyone who is financially connected to you, such as a partner, dependent child or business partner
- iv) Manage your charity's resources responsibly
  - make sure the charity's assets are only used to support or carry out its purposes
  - avoid exposing the charity's assets, beneficiaries or reputation to undue risk
  - not over-commit the charity
  - take special care when investing or borrowing
  - comply with any restrictions on spending funds or selling land
- v) Act with reasonable care and skill
  - must use reasonable care and skill, making use of your skills and experience and taking appropriate advice when necessary
  - should give enough time, thought and energy to your role, for example by preparing for, attending and actively participating in all trustees' meetings
- vi) Ensure your charity is accountable
  - be able to demonstrate that your charity is complying with the law, well run and effective
  - ensure appropriate accountability to members, if your charity has a membership separate from the trustees
  - ensure accountability within the charity, particularly where you delegate responsibility for particular tasks or decisions to staff or volunteers

## **Other Duties as a Trustee and Director of the Board**

- To contribute specialist skills, knowledge and experience to HCT Board decision making
- To promote the aims and achievements of HCT
- To attend and participate in the board meetings, sub-committees, special events and initiatives of the trust
- To be involved in the provisions of clear strategic direction of the trust
- To protect and manage the property of the charity, to ensure the proper investment of its funds, and thereby to ensure the financial stability of the charity

## **PERSON SPECIFICATION FOR TRUSTEES**

### **Ideal candidates will:**

- i. Have strategic vision, good independent judgement and an ability to think creatively
- ii. Understand and accept the legal duties, responsibilities and liabilities of trusteeship
- iii. Be able to work effectively as a member of a team
- iv. Be willing to devote the time necessary to fulfil the duties as Trustee (approximately ten hours/month)
- v. Be committed to the vision, values and ethos of the trust and its charitable purpose
- vi. Demonstrate a passion and enthusiasm for culture, heritage and the arts
- vii. Have the leadership skills and experience to chair an HCT sub-committee in their relevant area of expertise

## **COMMITMENT OF TRUSTEES**

A Trustee serves a term of up to four years. Following this there is the option, by mutual agreement and approval of the Board, to be re-appointed for one further four year term.

## APPLICATION PROCESS

If you like the prospect of a challenge and can bring fresh excitement and passion to the future vision of the charity, please e-mail your CV and supporting statement to Jenny Warner, Managing Director, Charisma Recruitment Ltd, quoting reference JO1740: [info@charismarecruitment.co.uk](mailto:info@charismarecruitment.co.uk)

For more information, or a confidential discussion, please call Jenny Warner, Director, Charisma Charity Recruitment on 01962 813300, or visit <https://www.charismarecruitment.co.uk/trustee-heritage>

Closing date for applications: 29 March 2020  
First Interview planned: w/c 27 April 2020  
Second Interview planned: w/c 11 May 2020



[www.charismarecruitment.co.uk](http://www.charismarecruitment.co.uk)

