

Role Profile - Trustee

About Wessex Museums Trust

Wessex Museums comprises four museums which best tell the stories of Dorset and Wiltshire from prehistoric times to the present day – Dorset Museum, Poole Museum, The Salisbury Museum and Wiltshire Museum.

Wessex Museums Trust (WMT) exists to build the resilience and relevance of the partner museums and our mission is to support our museums to connect, inspire and add value to peoples' lives. Our core values are collaboration, inclusion, innovation and sustainability.

The partnership formed the Wessex Museums Trust, a Charitable Incorporated Organisation, in January 2017 to support for the benefit and education of the public the accredited museums in Dorset and Wiltshire.

Wessex Museums reviewed our [Strategic Plan](#) in 2020 in response to the pandemic and other global events. Our priorities over the next three years include:

- Delivery of our ambitious collaborative programme as an Arts Council England National Portfolio Organisation (NPO) 2018-23.
- Developing our next strategic plan for 2023-2026.
- Bidding for the next NPO round in early 2022 which will cover the period April 2023 – March 2026.
- Bringing together WMT's core funding and staff under the single umbrella of the charity by April 2022.

The role of the board of trustees

To be a Trustee of an organisation is an engaging and fulfilling role. The role of a Trustee is to ensure that WMT fulfils its duty to its beneficiaries and delivers on our purpose, mission and values. The most effective boards are ones which benefit from individuals from a diverse range of backgrounds, experiences and skill sets. WMT welcomes interested applicants who can bring new voices and experiences to the board and have a strong connection to the region.

At its simplest, the role of the trustee board is to receive assets from donors, safeguard them and apply them to the charitable purposes of WMT. The trustee board must always act in the best interests of WMT. The trustee board must act as a group and not as individuals.

For WMT, the charity trustees are comprised of:

- Four nominated trustees, one from each of the four partner museums, currently the museum directors.
- Three appointed trustees, including the Chair, Financial lead and one further trustee

Remuneration: This position is not remunerated but reasonable out of pocket expenses incurred fulfilling the duties of the role, including travel to meetings, are reimbursed.

Location: The partner museums in Dorset and Wiltshire.

Time commitment: Trustees are expected to attend six Board meetings per year, half are currently conducted online on Teams, the other half in person alternating around the museum locations. Additionally, trustees are invited to attend and represent the charity at partnership events, meetings and functions. The term for trustees is three years with the option for reappointment.

The statutory duties of a trustee are:

- To ensure the organisation complies with its governing document, or constitution.
- To ensure that the organisation pursues its objectives as defined in its governing document.
- To ensure the organisation applies its resources exclusively in pursuance of its objectives - the charity must not spend money on activities which are not included in its own objectives, no matter how 'charitable' and 'worthwhile' those activities are.
- To contribute actively to the Board of Trustees' role in giving firm strategic direction to the organisation, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets.
- To safeguard the good name and values of the organisation.
- To ensure the effective and efficient administration of the organisation.
- To ensure the financial stability of the organisation.
- To protect and manage the property of the organisation and to ensure the proper investment of the organisation's funds.
- If the organisation employs staff, to appoint the Chief Executive Officer and monitor his or her performance.

In addition, with other trustees, to hold the charity "in trust" for current and future beneficiaries by:

- Ensuring that the charity has a clear vision, mission and strategic direction and is focused on achieving these.
- Being responsible for the performance of the charity and for ensuring that the charity complies with all legal and regulatory requirements.
- Acting as guardians of the charity's assets, both tangible and intangible, taking all due care over their security, deployment and proper application.
- Ensuring that the charity's governance is of the highest possible standard.

As well as the various statutory duties, any trustee should make full use of any specific skills, knowledge or experience to help the Board make good decisions.

Person specification - Trustee – Wessex Museums Trust

Each trustee must have:

- A commitment to the purpose, values and mission of the Wessex Museums Trust
- A willingness to meet the time requirement for being a trustee
- A commitment to equity, diversity and inclusion (EDI)
- Integrity
- Strategic vision
- Good, independent judgement
- An ability to think creatively
- A willingness to speak their mind in a collegiate and safe space
- An ability to work effectively as a member of a team and to take decisions for the good of the Wessex Museums Trust
- Willingness to be available to assist staff for advice and enquiries on an ad hoc basis

Experience:

We are looking for individuals who are committed to our purpose, mission and values, have an interest in cultural heritage/museums/arts, and a connection to the Wessex region. You don't need to have a lot of board experience, and we'd particularly welcome people from diverse backgrounds and with lived experience that represent the diversity of our communities. Additionally, we're looking for people with specialist expertise in the following:

- Campaigning
- PR/Communications
- HR
- Income generation & fundraising

Diversifying our Board:

Through our EDI framework and action plan, Wessex Museums Trust is committed to ensuring that our organisation reflects the diversity of our region. We are currently seeking trustees with lived experience from the communities under-represented in our museums:

- Individuals between the ages of 16-50 years old
- Individuals from low-income backgrounds
- Disabled individuals
- Individuals from ethnic minority backgrounds
- LGBTQ+ individuals