

GRANTS + FUNDING TRUSTEE

THE ROLE

We are seeking an energetic, passionate leader to develop our income generating workflows focussing on our grant applications. As a <50k p/a charity we are eligible for many small and agile applications. To ensure our future stability we are hoping to generate 2.5-5k through small applications over the next 3 years. Alongside this the Trustee would support the museum with their large scale applications for HLF, ACE etc acting as a strategic advisor and quality assurance lead on major applications.

This role will be pivotal in delivering the Trust's 5 Year Plan and ambitions to support capital projects for the St Alban's Museum service, whilst also providing evergreen support for the ongoing growth of the service. The Trust also seeks to build networks with suitable funding bodies for longer term projects and ambitions.

As a Trustee, you will play a crucial role during this exciting period of change for the Trust. Our vision includes the creation of a new brand identity, building new resources and ways of working, and developing a new strategy to empower the museums and galleries of St Albans to do more.

DELIVERABLES

We recruit active Trustees, that is Trustees who also hold deliverable roles as part of the Trust's functioning. In the role we would expect the Trustee to:

- Lead on income generating activities for the Trust, identifying quick wins and long look ambitions.
- Work with the Museums team to author 3+ small scale funding applications per financial year
- Work alongside the Corporate Giving Trustee and Director to bring a strategic vision to the museums' programme of activity to support large scale grant opportunities.
- Deliver quarterly progress updates at the Trustee meetings
- Provide strategic leadership and insight to inform the decision making of the Trust
- Expected to attend a minimum of three of our Quarterly trustee meetings either online or in person, and 2+ working group meetings.
- We anticipate the workload to equate to about 2 days a month, based in St Alban's or North London

ABOUT YOU

The ideal candidate shall:

- Have relevant experience either:

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- ◆ Arts management and creative enterprise
 - ◆ Fundraising campaigns particularly those focussed on individual giving
 - ◆ Business management and development (commercial, corporate etc)
- Have some experience in project management
- Be digitally literate and able to use appropriate office and conference software (eg Zoom, Google Docs)
- Have a passion for the arts and knowledge of St Albans Museums and Galleries and Heritage
- There is no expectation for you to have previous trustee positions, and we welcome applicants from various backgrounds or expertise that would allow them to excel in this role.

ABOUT US

WHO WE ARE

We believe that the museums, galleries, historic buildings and archaeological sites of St Albans and the surrounding district are inspirational hubs for local residents and visitors. Through our collections, programmes and events we inspire, educate and attract visitors to the area.

Founded in 1995, the St Albans Museums and Galleries Trust is a registered charity and a key partner of the St Albans Museums Service.

Our work includes supporting the development and improvement of the community's wonderful museums and galleries. We do this through fundraising, allocation of grants, strategic planning support and being a proud champion of the Museums and Galleries wonderful work.

WHAT WE DO

We were a key partner along with St Albans City and District Council and the University of Hertfordshire, in the development and creation of St Albans Museum & Gallery. In addition to being part of the Programme Board and being fully involved in decisions about the project, we led the fundraising team that raised over £1.6 million towards the £7.75 million capital project.

We have supported a broad range of innovative and key projects of local, national and international significance such as:

- Building a bespoke gallery for the Roman Hypocaust Mosaic in Verulamium - facilitating essential conservation works and an augmented visitor experience
- Improvements to the award winning museum of Roman life: Verulamium Museum

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Smaller projects have included:

- Assisting with obtaining funding for exhibitions such as the UH Arts curated Barbara Hepworth exhibition and the St Albans Museums Service's Pickling Project
- Viewing platform outside the Hypocaust
- Signage for works of art around the City
- Children's mosaic craft table
- Costume History talks including Dickens, Royal Brides, Titanic
- Purchase of display cases
- Funding WWI live history

APPLYING FOR THE ROLE

To apply, please send:

- A CV or portfolio of work
- A covering letter of no more than 800 words or a video application of no more than 2 minutes detailing:
 - Why you are choosing to apply for the role
 - How your skills and experiences would help in this role
 - What you hope to learn or achieve in this role

Please send your application to chair@stalbansmgtrust.org.uk by **23:59 on the date detailed in the listing.**