

TRUSTEE ROLE DESCRIPTION

THE ROLE

We are looking for proactive Trustees to support the work of the St Albans Museums and Galleries Trust. The role would be well suited to someone local or familiar with the St Albans, North London and Hertfordshire areas, any interest in the museums and culture sector and a desire to be on a charitable trust board.

The Trust is undergoing an exciting period of change, with the trustees forging new links with key stakeholders, community groups and the corporate sector to support the incredible work of the museums' service. We are creating 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:

- Deliver quarterly progress updates at the Trustee meetings
- Provide strategic leadership and insight to inform the decision making of the Trust
- Help co-deliver some workflows for the museums service such as co-hosting fundraising events, planning giving campaigns or exhibition planning
- Expected to attend a minimum of three of our six trustee meetings either online or in person
- We anticipate the workload to equate to about 2 days a month

ABOUT YOU

We are particularly keen for candidates with experience in:

- Marketing, communications and PR
- Business and commercial management
- Charity law or governance

In general our trustees are

- Have relevant experience sitting on a Board or similar strategic function
- Have experience from the corporate or commercial sector or cultural heritage and third sector
- Have some experience in project management
- Be digitally literate and able to use appropriate office and conference software (eg Zoom, Google Docs)

ST ALBANS MUSEUMS & GALLERIES TRUST

→ Have a passion for the arts and knowledge of St Albans Museums and Galleries and Heritage

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

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

ST ALBANS MUSEUMS & GALLERIES TRUST

- 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, depending on the number of applicants we hope to interview successful candidates online or in person at the St Albans Museum. Information will be shared at least 5 days prior to any interview date.