



## **Candidate Brief for Trustees of the The Devon and Dorset Military Museums Charity**

We are looking for informed, engaged and forward-thinking trustees to join our Board, as we start the renewal of the Museum for the next 20 years. You would ideally have a background in charity or business finance, museums or cultural heritage, learning / education, retail / e-commerce, historic buildings, fundraising or other related subjects.

### **Job Description**

The Keep Military Museum in Dorchester is the Museum of The Devonshire and Dorset Regiment and its antecedents, and of the Queen's Own Dorset Yeomanry. We aim to tell the stories of the Regiments through the experiences of the soldiers who served in them, most of whom came from the community in the West Country. They joined from the community to serve the country and returned to the community once their service was over. We are evolving to better present this aspect of local social history to a wider, non-military audience, and seek to refresh the Board's skills to confidently lead this process.

The Museum is housed in the Keep in Dorchester, the former Dorset county armoury and guard house of the Dorset Regiment Depot. We have a lease from the Ministry of Defence for another 30 years, but will lose certain aspects of financial support from the Ministry of Defence from 2030. We have recovered quickly following the pandemic, and our income matches our expenditure, but we need to grow our revenue by 50% or so over the next eight years. We believe this is possible by increasing visitor numbers - by re-interpreting and re-presenting our fascinating collection to appeal to an expanded, more diverse, audience that might not immediately be drawn to military history.

We are looking for trustees to join our Board with the knowledge, experience and networks to help lead our enterprise into the next 20 years. We are seeking to appoint three to four new trustees over the next six months, including a Treasurer. We would particularly welcome applications from candidates with backgrounds in charity or business finance, museums or cultural heritage, learning / education, retail / e-commerces, historic buildings, or other related subjects.

It would be a great benefit to us if you live in the community in Dorset or Devon, or know it well, and / or have a connection with one of the regiments or the armed forces. We are keen to increase the diversity of the Board and welcome any and all qualified applicants.

The Charity is currently unincorporated (trustees are insured) but will convert to a Charitable Incorporated Organisation (CIO) in the next 12 months.

## **Person Specification**

We are looking for people with:

- a strong and apparent interest and commitment to the Museum Charity and its long-term success;
- the ability and willingness to contribute to strategy formation, business planning and support to the staff;
- a general interest in British history - military, social and / or local, and the willingness to learn about the experiences and lives of the regiments and their soldiers;
- the ability to devote a total of about 8 days a year to Board business, 50:50 between in-person in Dorchester, and online;
- strategic vision, independent judgement, an ability to think creatively and engage in discussion;
- the ability and willingness to contribute to the Board and the wider enterprise as a team member;
- the desire and ability to be an advocate in the community for the Museum;
- the desire and ability to comply with the Charity's code of conduct.

## **Main Duties**

The Board of trustees provides strategic leadership in line with the Charity's aims and values. Under charity law, the trustees have ultimate responsibility for directing the affairs of the Museum, and ensuring that it is solvent, well-run and delivering the charitable outcomes for which it has been set up. Trustees:

- take ultimate responsibility for directing the affairs of the Charity, and aim to do so with innovation, creativity, ambition and appropriate challenge;
- ensure the Charity has a clear vision, mission and strategic direction and is focused on achieving these over time;
- act reasonably and prudently in the best interests of the Charity, never in pursuit of personal interests or the interests of another organisation, meeting the legal obligations common to all trustees;
- act as guardians of the assets owned and managed by the Charity, both tangible and intangible, taking due care over their security, display and proper use.

## **Terms**

The appointment would be for a four-year term, which is potentially extendable. When we become a CIO, appointment terms are likely to be three years, extendable for two further terms.

Trustees will be appointed by the Board through an open recruitment process led by a sub-committee made up of Board members.

The role is voluntary. Travel expenses may be reimbursed by agreement.

### **Selection Process**

If you are interested in being considered for appointment as one of our trustees, please apply by 1<sup>st</sup> September 2022 by email to [recruitment@keepmilitarymuseum.org](mailto:recruitment@keepmilitarymuseum.org) sending your CV and a personal statement addressed to the Chair of Trustees.

A sub-committee of trustees will select a shortlist for interview. Interviews are expected to take place in late September, with appointments being confirmed in early October 2022.

If you would like more information, please email the Chair of Trustees at [chair@keepmilitarymuseum.org](mailto:chair@keepmilitarymuseum.org).