

# Isles of Scilly Cultural Centre and Museum

Celebrating the people, stories and culture of the Isles of Scilly

## Trustee Recruitment Prospectus



# Introduction

We are seeking Trustees to help bring new thinking, views and experience into the organisation to support the exciting transformation of the Town Hall and bring our new Cultural Centre and Museum into reality.

See more background on the project here [↗](#)

Our much-loved Grade II listed Town Hall in Hugh Town, St Mary's, has always been a place for the community to gather and to welcome visitors. Now - led by the Council of the Isles of Scilly working in partnership with the Isles of Scilly Museum - there are plans to rejuvenate that legacy by creating an attractive, year-round flexible venue.

The Cultural Centre and Museum project is at a pivotal point. With project planning nearly completed, we will move into the delivery phase very soon - so we need to get the right people on board as trustees of the new organisation that will be established to be responsible for our new venue.

## **We are particularly interested in receiving applications from people with the following skills and experience:**

- Commercial and business development, particularly operational start-ups
- Cultural venue and/or cultural programming leadership
- Financial and business planning
- Legal
- HR and volunteer strategy
- Charity governance

We're looking for people with a passion for the Islands and a commitment to getting the Cultural Centre and Museum up and running. We need people who are able to bring energy and commitment, take a proactive part in our board discussions, engage in healthy debate, respect others' viewpoints and then gather around to support a consensus view.

If you think you've got the skills, experience and personal qualities to support us in taking our next vital step, we would be delighted to hear from you.



# Introduction

The aim is to create a venue that meets the needs of both our community and visitors, so it is vital that we have a good range of skills, experiences and voices on the Board.

## **The Town Hall building will:**

- become a new home for our museum, celebrating the culture and stories of Scilly and shining a light on our rich heritage
- provide a performance and exhibition space for local artists and performers, as well as touring companies – creating a much-needed indoor venue for cinema, theatre and live music performances
- act as an Island Hall for our local community, providing a space for people to gather – whether for a craft fair or community group, a dance or a family celebration
- include a modern and airy café with far-reaching views over Porthcressa beach, and a gift shop showcasing high-quality products from the islands and beyond



# What does being a Trustee involve?

Trustees of the Cultural Centre and Museum will have a shared responsibility for the establishment of the organisation and then governing effectively.

Being a Trustee is about helping to make sure that the charity is managed and run responsibly, in line with the charity's objectives and for the benefit of residents and visitors to Scilly.

These are hugely valued positions, and trustees will play a crucial part in the success and development of the new Cultural Centre and Museum.

In line with the Charity Code of Governance, the trustee role is primarily focused on strategy, oversight and supportive challenge, providing strong leadership for the organisation and being positive ambassadors to drive its future direction. There will be a team of paid officers who will manage the day-to-day operations and who will report to the trustees.

[The Charity Commission document, 'The Essential Trustee', sets out the key duties of Trustees in more detail.](#)

The trustees of the new organisation will receive plenty of support as the Cultural Centre and Museum takes shape and during the early years. The consultant team who've worked on the plans will continue to provide support and there are funds to assist with board development, such as training workshops and visits to similar organisations.

All trustees will be required to sign a Code of Conduct.

This role is not remunerated, but reasonable expenses will be paid.



# What aptitudes and representation are we seeking in our Trustees?

We need passionate advocates for the Isles of Scilly and its heritage.

We are looking for people who can commit the time to support us at this critical juncture, and who have the energy and enthusiasm to help us grasp opportunities, connect us with new partners and help shape new futures. We need strategic thinkers – able to see the ‘big picture’, but equally happy to drill down into the detail when it’s needed.

We need people who will work well as part of our team; people who communicate effectively, listen well, will respect others’ input, and who are able to compromise and get behind a joint decision.

We are committed to seeking broad perspectives on our board, and would encourage applications from people of different ages and backgrounds. We are hoping to appoint a mixture of candidates from both the Isles of Scilly and the mainland, with a focus on island-based recruitment.



# Application requirements

If you are interested in being considered as a trustee, please apply with the following:

## **A supporting statement (no more than 2 sides of A4) setting out:**

- Why you would like to be a trustee
- What you will bring to the role, particularly given the context and our requirements set out above, with supporting CV if available
- What you would hope to get from the role

## **Contact details for two referees to support your application**

Your application should be emailed by to: [ccamtrustees@scilly.gov.uk](mailto:ccamtrustees@scilly.gov.uk)

Prospective candidates may be invited for an initial conversation about the role. Interviews will take place at the end of the application period. All candidates will be contacted whether they are invited for interview or not.

If you have any questions, or would like an informal conversation to discuss the role, please contact Sara Hilton on [sara@sarahilton.co.uk](mailto:sara@sarahilton.co.uk)

## **Recruitment timeline:**

### **Applications open:**

Monday 6 November

An on-site visit and discussion with a member of the project team can be arranged

### **Closing date:**

Monday 15 January

### **Interview Dates:**

To be scheduled w/c  
22 January and 29 January

### **Appointment:**

End of January

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