



# Introduction

The Prime Minister is seeking to appoint two new Trustees to join the Board of the Natural History Museum.

The two new Trustees will be an expert in one of the following areas:

- ❖ Digital Science
- ❖ Education and Learning



The Natural History Museum is recruiting two new Trustees to join its Board. We are seeking outstanding individuals who can contribute to the oversight of strategy and governance of this world class museum and scientific institution. For one role we wish to appoint a scientist or engineer with experience in data science to provide further expertise to the Board as the museum undertakes a programme to digitise and extract knowledge and value from its over 80 million objects.

For the second role, we wish to appoint someone interested in education and learning as we seek to engage the widest possible audience, stimulate new advocates for the planet and connect young people to Nature. This Trustee would also provide a lead for all aspects of equality, diversity and inclusion for the Board.

While we're looking for Trustees with the specific skills listed above, we're also open to exceptional individuals with unique talents and experiences that could benefit the Board. If you think you have what it takes, even if your background doesn't exactly match the description, we encourage you to apply.

The Board is open to applications from candidates based outside of the UK. We expect the successful candidate to take up their place soon after April 2024.

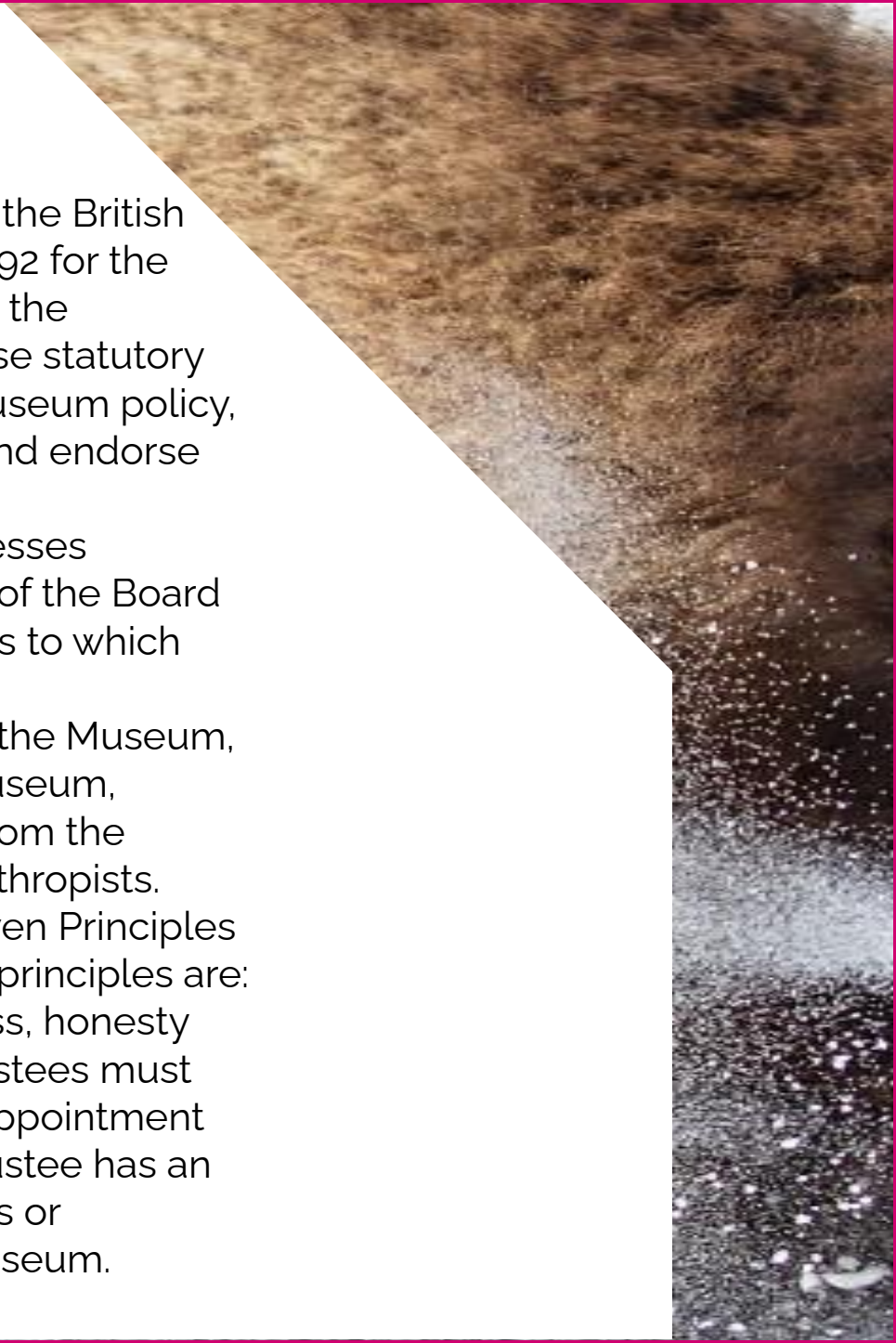
# The Trustees

The Trustees of the Museum have statutory duties under the British Museum Act 1963 and the Museums and Galleries Act 1992 for the general management and control of the Museum and for the appointment of the Director. Within the framework of these statutory duties, the role of the Trustees is primarily to establish Museum policy, review performance, support the generation of income and endorse appointments to key management positions.

Trustees participate in the Board's decision-making processes including preparation for and attendance at all meetings of the Board and of any Board committees or other Museum structures to which they are appointed.

Trustees should have a commitment to the objectives of the Museum, uphold Museum policies and act as advocates for the Museum, including assistance with activities to generate funding from the corporate sector, trusts and foundations and other philanthropists.

Trustees are expected to understand and uphold the Seven Principles of Public Life as defined by the Nolan Committee. Those principles are: selflessness, integrity, objectivity, accountability, openness, honesty and leadership. In accordance with this commitment, Trustees must declare any pecuniary or non-pecuniary interests upon appointment and whenever a matter or decision arises in which the Trustee has an interest which might be perceived to prejudice their views or comments or to be in conflict with the interests of the Museum.



## Essential Criteria

All applicants will be required to demonstrate the following qualities in their application:

- A commitment to driving or enabling nature positive change, and a commitment to the Museum's strategic plan;
- Excellent judgement and the ability to contribute to Board discussion on strategy, governance and policy development;
- Excellent communication skills and the ability to represent and advocate for the Museum;
- A strong commitment to engaging communities outside of London, and factoring UK-wide perspectives into all decision making.

# Essential Criteria

## **Trustee with responsibility for digital science**

Applicants for this role will be a scientist or engineer of significant standing, with demonstrable expertise gained in either academia or the commercial world with a clear understanding of creating and operating on large scale data sets.

- Understanding the importance of collections in their use for science reference, development and analysis;
- Leveraging scientific research for a diversity of downstream purposes, e.g. from data provision to knowledge generation, impact and policy
- Knowledge of operating multi-site scientific enterprises;
- Knowledge of and networks with a national and international reach;
- Museum relevant science policy issues; e.g. Access and Benefit Sharing, science-based Intellectual Property, science-based Sustainable Development Goals

# Essential Criteria

## **Trustee with responsibility for education and learning**

Applicants to this role will have a track record of some aspect of education or learning. This Trustee will also be responsible for assessing equality, diversity, and inclusion at the Museum and in its public programmes.

- Proven experience spearheading public education programmes, particularly managing large-scale projects like the NHM-led National Nature Education Parks programme;
- A track record of impactful international outreach and engagement, expanding programmes like the Museum's Our Broken Planet, Generation Hope and Wildlife Photographer of the Year to new audiences;
- Expertise in providing strategic guidance and support on equity, diversity, and inclusion, fostering a welcoming and inclusive environment for all.

## **Time Commitment**

There are four regular Board meetings per year and one strategy day. Occasionally extraordinary meetings are convened to consider urgent issues or decisions. In addition, Trustees will sit on other committees as necessary as well as attend events at the Museum, other representational engagements, and, where possible or desirable, take part in recruitment for senior management positions. Trustees will need to allocate additional time to study papers. The total time varies, but, on average, it will be one day per month. Board meeting dates for 2024 are as follows:

20 February

21 May

2 July

17 September (Annual Trustees' Strategy Day)

19 November

This appointment will be for a term of 4 years

The Natural History Museum has recently returned to a pattern where Board meetings normally take place at the main site in South Kensington, London and typically include a "behind the scenes" tour to aid Trustee understanding and engagement, although some meetings may remain virtual. In recent years the May Board meeting has been held at another UK location and the Annual Trustees' Strategy Day is usually held in London but remote from the Museum.

# Key dates

OPEN FOR  
APPLICATIONS

DEADLINE FOR  
APPLICATIONS

PANEL SIFT

INTERVIEWS

**18th March**

**15th April**

**w/c 6th May**  
(subject to change)

**w/c 20th May**  
(subject to change)

## **Advisory Assessment Panel**

- Hannah Malik - DCMS Director for Culture and Creative Industries
- Sir Patrick Vallance - Chair, Natural History Museum
- Howell James CBE - Senior Independent Panel Member
- Flora Coleman - Additional Panel Member



## STEP 1

### **CV**

on no more than 2 sides  
of A4



## STEP 2

### **Statement of suitability**

Describe how you meet  
the criteria for this role.



## STEP 3

### **Equality information and information relating to any **outside interests** or **reputational issues****

# Apply Online

<https://apply-for-public-appointment.service.gov.uk/roles>

# Diversity and inclusion

DCMS is committed to equality of opportunity and is committed to ensuring that public appointments better represent the views of the communities which they serve. We particularly encourage applicants from underrepresented groups, those based outside London and the South-East and applicants who have achieved success through non-traditional educational routes. We want to ensure any appointee is committed to promoting diversity, in its broadest possible sense. This will include embedding a commitment to the principles of levelling up and championing opportunity for all across the organisation, helping to ensure that the organisation is one in which a genuinely diverse range of views can be expressed, without fear or favour.

We ask all applicants to complete a diversity monitoring form. We hope you will help us by providing this information. Your data is not disclosed to the panel, but allows us to constantly evaluate any potential barriers to becoming a public appointee and what we can do to encourage a more diverse field to apply.

We try to guarantee an interview to anyone with a disability whose application meets the minimum criteria for the role. By 'minimum criteria,' we mean that you must provide evidence in your application, which demonstrates that you meet the level of competence required under each of the essential criteria.

If you wish to apply under this scheme, either state this in the covering email or letter when submitting your application, or contact the team. This will in no way prejudice your application.

## **Reasonable adjustments**

If you would like a confidential discussion regarding any reasonable adjustments during the process, please indicate this in the covering email or letter or communicate with the public appointments team, who will be happy to discuss this with you.





This appointments process adheres to the Cabinet Office Governance Code on Public Appointments, which is regulated by the Commissioner for Public Appointments.

#### **Eligibility Criteria**

- You cannot be considered for a public appointment if:
- you become bankrupt or make an arrangement with a creditor
- your estate has been sequestrated in Scotland or you enter into a debt arrangement programme under Part 1 of the Debt Arrangement and Attachment (Scotland) Act 2002 (asp 17) as the debtor or have, under Scots law, granted a trust deed for creditors;
- you are disqualified from acting as a company director under the Company Directors Disqualification Act 1986;
- you have been convicted of a criminal offence, the conviction not being spent for the purposes of the Rehabilitation of Offenders Act 1974 (c. 53);
- you become subject to a debt relief order or a bankruptcy restrictions order;
- you fail to declare any conflict of interest.

#### **Conflicts of Interest and Due Diligence**

If you have any interests that might be relevant to the work of the Tate Gallery and which could lead to a real or perceived conflict of interest if you were to be appointed, please provide details in your application. If you have queries about this and would like to discuss further please contact the Public Appointments Team.

Given the nature of public appointments, it is important that those appointed as members of public bodies maintain the confidence of Parliament and the public. If there are any issues in your personal or professional history that could, if you were appointed, be misconstrued, cause embarrassment, or cause public confidence in the appointment to be jeopardised, it is important that you bring them to the attention of the Advisory Assessment Panel and provide details of the issue(s) in your application. In considering whether you wish to declare any issues, you should also reflect on any public statements you have made, including through social media.

As part of our due diligence checks we will consider anything in the public domain related to your conduct or professional capacity. This will include us undertaking searches of previous public statements and social media, blogs or any other publicly available information. This information may be made available to the Advisory Assessment Panel and they may wish to explore issues with you should you be invited to interview. The information may also be shared with ministers and the Cabinet Office.



## Public Appointments Team

[publicappointments@dcms.gov.uk](mailto:publicappointments@dcms.gov.uk)

Campaign Manager: Miriam Howard

[miriam.howard@dcms.gov.uk](mailto:miriam.howard@dcms.gov.uk)

Join the DCMS Public Appointments Network if you would like to hear about DCMS Appointment opportunities, including future networking events, guidance for candidates and much more.

Contact Us