



Department  
for Culture,  
Media & Sport



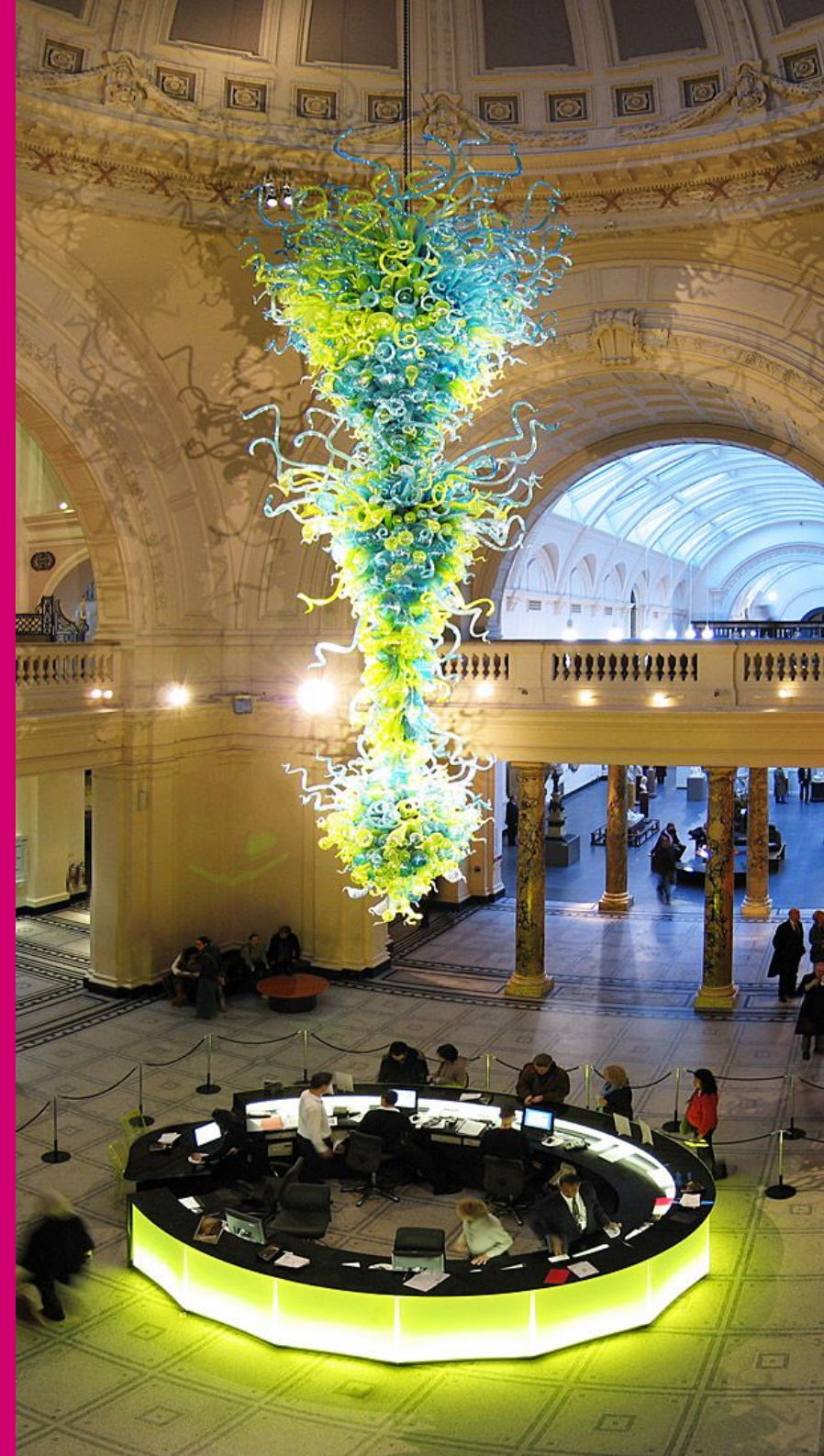
# Victoria and Albert Museum

6+ Trustees  
Applicant Pack

# Introduction

The Prime Minister wishes to appoint a number of new Trustees to the Victoria and Albert Museum (V&A), including roles which cover 6 individual specialisms.

This is an exciting opportunity to use your skills to benefit a family of museums dedicated to the power of creativity. Our mission is to champion design and creativity in all its forms, advance cultural knowledge, and inspire makers, creators and innovators everywhere.



# Victoria and Albert Museum (V&A)

The V&A is a family of museums dedicated to the power of creativity— its power to entertain and move, to enrich our lives, open our minds and change the world. We celebrate and share that power through a programme of exhibitions, events, educational and digital experiences, a collection of 2.8 million objects, and through our support for new works and commitment to conservation, research and sustainable design. Together, our work tells a 5,000-year-old story of creativity, helping to advance cultural knowledge everywhere, and inspiring the makers, creators and innovators of today and tomorrow. We are always working to broaden our audiences so that everyone can be part of the V&A – because the V&A and the power of creativity belong to us all.

The V&A holds many of the UK's national collections and houses some of the greatest resources for the study of architecture, furniture, fashion, textiles, photography, sculpture, painting, jewellery, glass, ceramics, book arts, Asian art and design, theatre and performance.



National



Since 1852

# About the V&A

The V&A is an executive non-departmental public body sponsored by the Department for Culture, Media and Sport (DCMS), and is a charity exempt from registration under the Charities Act of 1993. It operates at arm's length from the Government and is governed by a Board of Trustees appointed by the Prime Minister. The V&A receives Grant-In-Aid funding from Parliament, provided through DCMS, but also generates a significant proportion of its own income. However, since Spring 2020, the V&A has, like all museums and galleries, been heavily affected by the Covid-19 pandemic and is currently building back in the aftermath of reduced visitors and income.

Further information about the V&A can be found on its [website](#) and additional details, including the Annual Report & Accounts and the Annual Reviews, within the [Reports, Strategic Plans and Policies](#) section of the website.



## The roles

The new Trustees will be people who can drive forward the ongoing transformation of the museum into a multi-site family of six museums.

The V&A and DCMS encourage applications from those whose experiences and perspectives are currently under-represented on the Board and in the museum sector, and with specific skills and expertise in the following areas:

**Creative Industries**

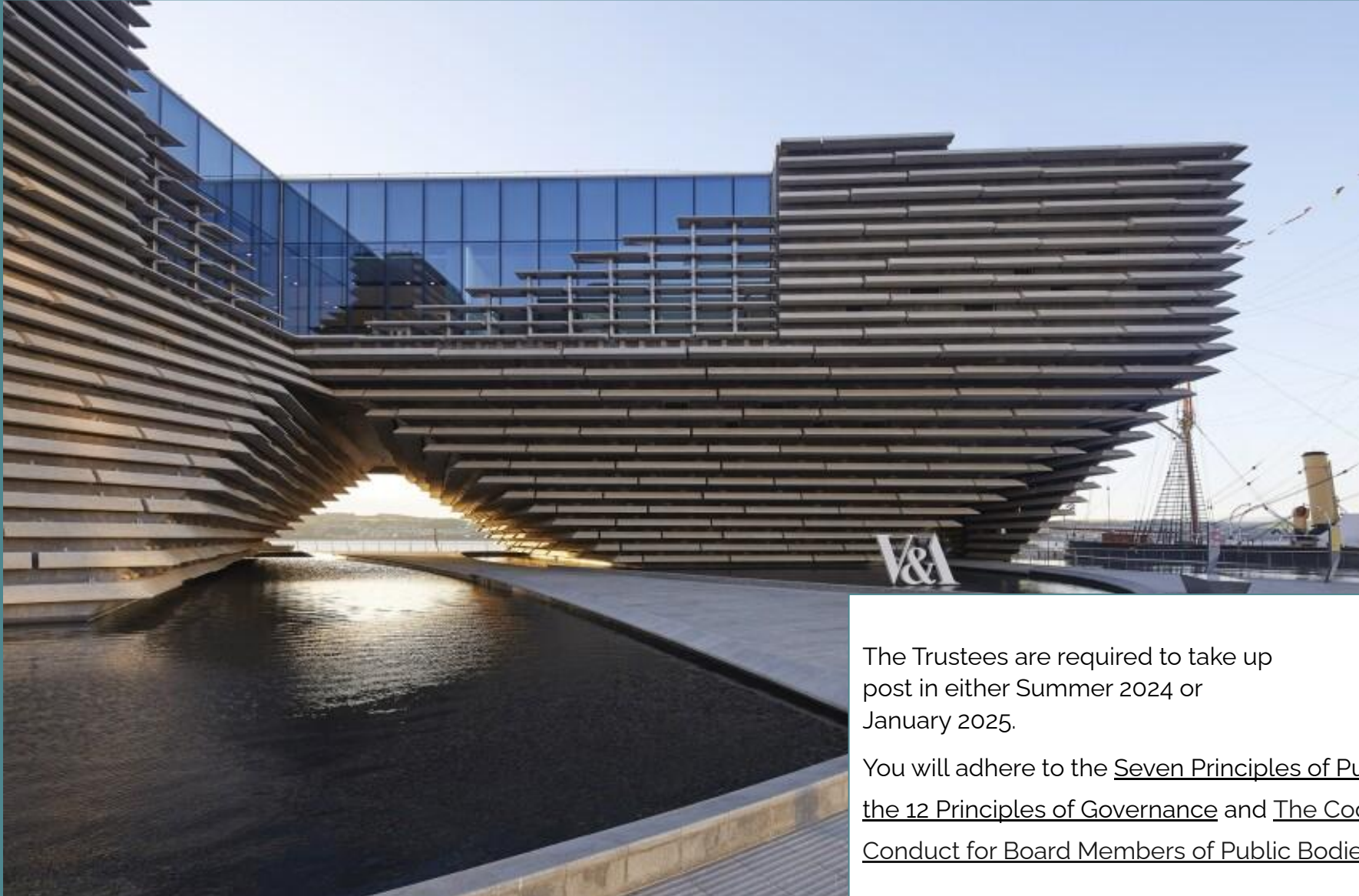
**Collections/Museums**

**Fundraising**

**Commercial/Retail**

**Audiences & Digital**

**Construction/Property Development**



The Trustees are required to take up post in either Summer 2024 or January 2025.

You will adhere to the [Seven Principles of Public Life](#), the [12 Principles of Governance](#) and [The Code of Conduct for Board Members of Public Bodies](#).

## Time Commitment

The role involves attending six Board meetings per year, typically 2.5 hours long, and an annual away day. Trustees usually serve on Sub Committees of the Board, which meet between four and eight times a year. Additional time would be required to study papers and attend events at the Museum. From time to time, Trustees may be called upon to provide ad hoc advice.

## Location

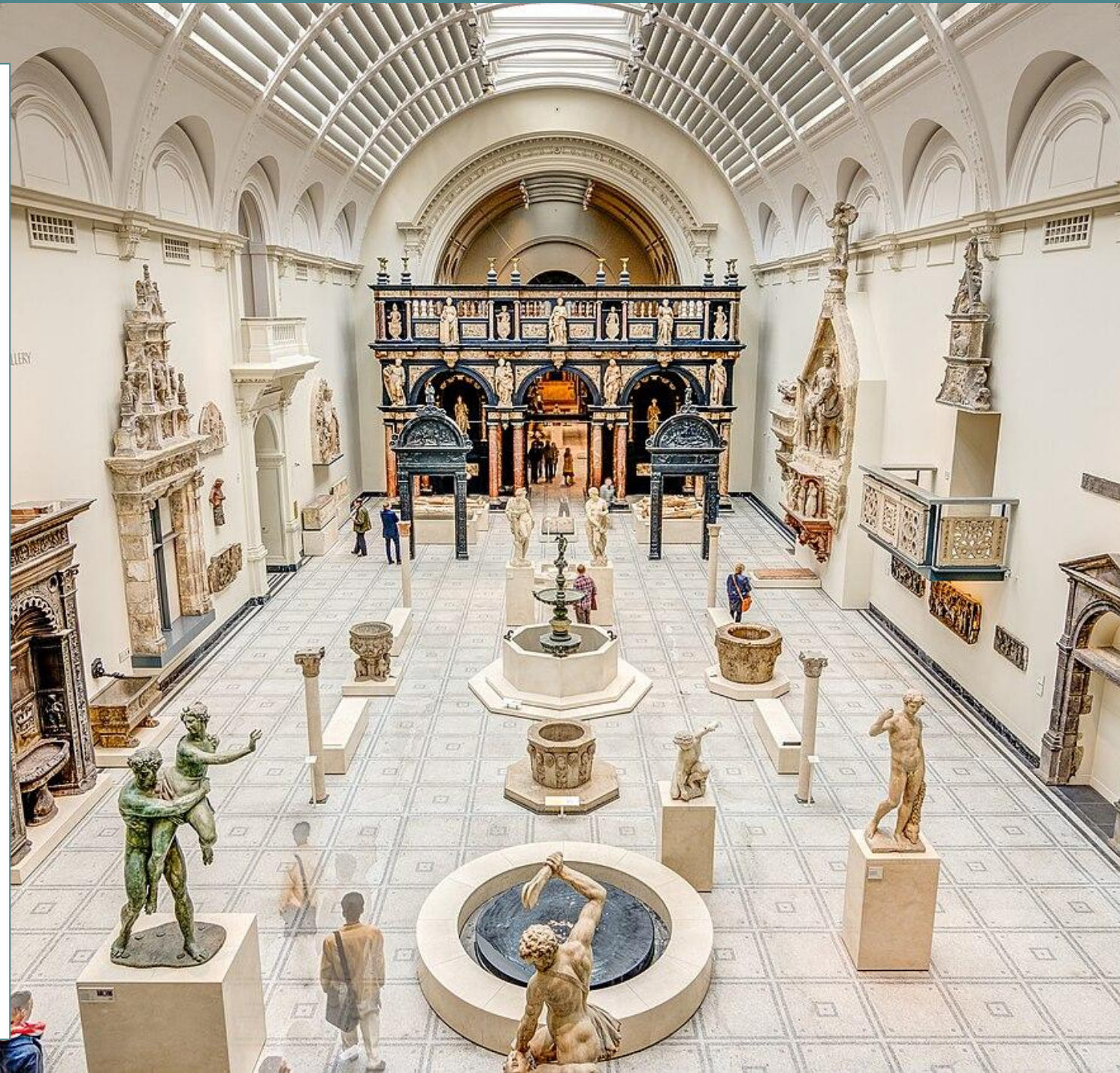
Board meetings are usually held at the V&A in South Kensington, however there is an annual away day for Trustees which may be held outside London.

## Remuneration

None. Reasonable travel expenses are paid

## Term of Appointment

4 years



# Assessment Criteria

## **All candidates must meet the following Essential Criteria:**

- An understanding of and an enthusiasm for the objectives and work of the V&A;
- The ability to contribute at Board level regarding current and future initiatives, within the context of the V&A's overall strategy;
- Excellent communication and ambassadorial skills;
- A commitment to public service and improving opportunities for everyone.

## **In addition, candidates applying for specialist roles must meet the relevant criteria below:**

### **Creative Industries**

- Experience within the creative industries sector, as either a practitioner or leader;
- Experience of collaborative engagement with makers, designers, community and learning partners.

### **Collections/Museums**

- An understanding of the changing role of museums in the 21st century and the need to transform public access to Collections;
- Experience of engagement with museums and galleries (private or public), and programmes of community involvement.

### **Fundraising**

- An understanding of the importance of fundraising in furthering the Museum's ambitions;
- An ability to assist the Museum in establishing relationships with individual donors, companies and grant giving organisations.

### **Commercial/Retail**

- Experience of commercial leadership and retail innovation, both physical and digital;
- Knowledge and experience of global trends in consumer habits, emerging markets, and the luxury sector.

### **Audiences & Digital**

- Experience of digital transformation and brand positioning, with insights for the V&A's development as a multi-site operation;
- Understanding of key developments in AI, social media and digital communication across the not-for-profit sectors.

### **Construction/Property Development**

- Extensive experience within the construction and development sector, with client-side knowledge of major building projects, refurbishments, and contracts.

# Key dates

Please note dates are subject to change

OPEN FOR  
APPLICATIONS



**March**

DEADLINE FOR  
APPLICATIONS



**April**

PANEL SIFT



**May**

INTERVIEWS



**June**

## **Advisory Assessment Panel**

- Hannah Malik - Director, Culture and Creative Industries - DCMS Panel Chair
- Nigel Webb - Interim V&A Chair
- Kate Steadman - Independent Panel Member

## Diversity and inclusion

DCMS is committed to eliminating discrimination and advancing equality of opportunity in its public appointments. 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. This ensures that boards of public bodies benefit from a full range of diverse perspectives and are representative of the people they serve. 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 your application or communicate with the public appointments team, who will be happy to discuss this with you.





## 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>



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 Gambling Commission, 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.

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Contact us

Interested in  
other DCMS  
Appointments?

PUBLIC APPOINTMENTS TEAM

publicappointments@dcms.gov.uk

Campaign Manger:

lucy.allinson@dcms.gov.uk

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APPOINTMENTS NETWORK

Hear about vacancies that match your  
interests, attend events, and more.