



**Estates Trustee - Natural History Museum**

Closing time and date: 11:59 PM, Sunday 17 August 2025

 Department for Culture, Media & Sport

 Natural History Museum

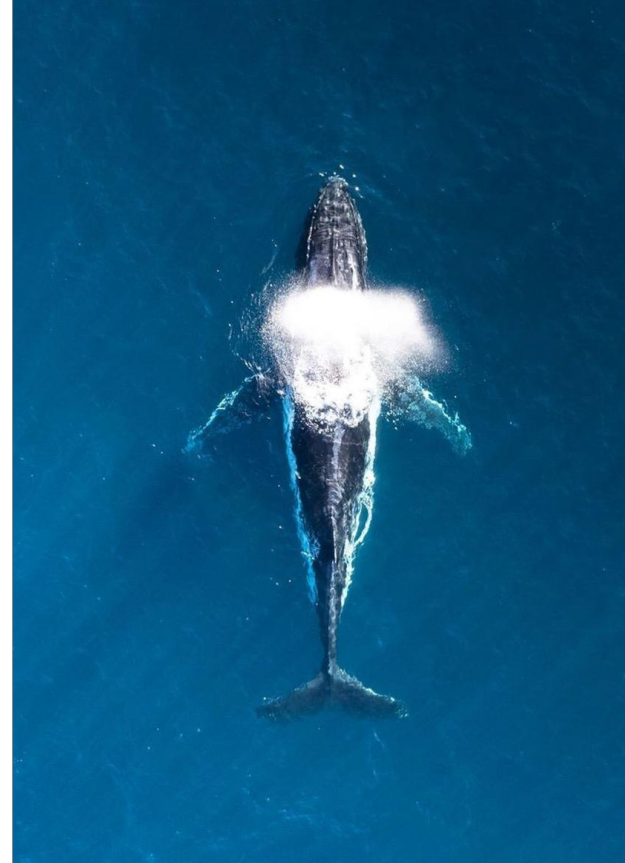
# Introduction to the Natural History Museum

*The Natural History Museum's mission is to create advocates for the planet – inspiring millions of people to care about the natural world and make the positive changes in their daily lives that will create a world in which both people and planet can thrive.*

The NHM is the guardian of one of the world's most important natural history collections of 80 million specimens and spanning 4.5 billion years of the Earth's history and is visited by over 5 million people a year. Apart from the main campus in South Kensington we have properties in Tring and Wandsworth; and will shortly be starting development of a new collection and research facility at the Thames Valley Science Park near Reading. Through our own unrivalled expertise and by opening up access and participation for all, we are unlocking answers to the big issues facing humanity and the planet:

- The origins of our planet and life on it, and the impact of change;
- The diversity of life and the delicate balance of ecosystems that ensure the survival of our planet;
- Sustainable futures, for example the security of our food supply, the eradication of disease and the management of mineral and ore scarcity.

The Natural History Museum is internationally recognised for its dual role as a centre of scientific excellence and as a leading visitor attraction, presenting natural history to the general public through exhibitions, a programme of public events and a presence online and on social media. Its principal purposes are to discover and make available to the scientific community the information contained within its collections of natural history specimens and to entertain, interest and educate people of all ages in natural history.



# The Museum Today

The Museum is entering an exciting new phase in its development. 2024 has seen the completion and opening of an award winning development of the Museum's gardens, creating outdoor galleries and new outdoor learning activities for young people. There is an imperative to improve the conditions for storage of collections and this will be realised by moving some collections to a new Centre, funded by the Government, at Thames Valley Science Park. New digital, analytical and genomic technologies are emerging which both increase the potential user base of the collections and enable greater information to be derived from even the oldest specimens. These changes are facilitating exciting new research opportunities. Finally, a vibrant programme of temporary exhibitions will complement a planned refit of major galleries following the collections move and in the lead up to our 150<sup>th</sup> anniversary in 2031.

The Natural History Museum is an Arm's Length Body with the Department for Digital, Culture, Media & Sport, which is its sponsoring government department. NHM receives Grant in Aid funding to support a proportion of its cost-base, but much of the Museum's income is generated from external commercial and fundraising sources. The ambitious Vision and Strategy to 2031 will make growing and diversifying this self-generated income even more important to success.



# Estates Trustee



The Natural History Museum is recruiting a new Trustee 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.

We wish to appoint someone with general commercial experience and experience in development and estate management, to provide relevant property expertise on the Board, as the Museum continues to enhance and evolve its estate and access to its collections. This Trustee would chair the Museum's Infrastructure Committee.

While we're looking for a Trustee 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 by the end of 2025.

# Essential and Desirable Criteria

## ESSENTIAL CRITERIA

For this appointment we are seeking an individual with significant senior commercial leadership experience. Applicants will need to demonstrate in their application:

- Experience: significant senior commercial leadership experience and a track record, at senior level of commercial property management and construction management including health & safety within the private, public or voluntary sectors.
- Collaboration: ability to build strong stakeholder relationships and work closely with other Trustees, the senior management of the Museum and external advisers and counterparties, providing support, constructive challenge and assurance as appropriate.
- Judgement: effective decision-making skills with the ability to contribute to Board discussion on strategy, governance and policy development and a solution-driven approach;
- Knowledge: a clear understanding of the work, priorities and challenges of the organisation and a commitment to driving or enabling nature positive change.

## DESIRABLE CRITERIA

We are also interested in candidates who demonstrate one or more of the following desirable criteria:

- Track record of operating multi-site high footfall destinations
- Track record involving large-scale commercial property development, including identification and management of risks to commercial/other success
- An understanding of the importance to the Museum of fundraising and a commitment to support such activity.

# Board Composition

**Type of Appointment:** The Museum is governed by a Board of twelve Trustees:

- Eight appointed by the Prime Minister
- One appointed by the Secretary of State for Digital, Culture, Media and Sport, upon nomination by the President of the Royal Society
- Three chosen by the Board of Trustees themselves (co-opted).

**This role is a Prime Ministerial appointment.**

**Board of Trustees:** The current Board members are:

- Lord Tony Hall of Birkenhead (Chair)
- David Craig
- Professor Dame Jane Francis DCMG FRS
- Shahpur Kabraji
- Professor Yadvinder Malhi CBE FRS
- Robert Noel
- Mark Read CBE
- Dr Sarah Thomas
- Tanuja Randery CBE
- Kate Robson Brown

**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.

# Job details

**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 2025/26 are as follows:

- 18 November 2025
- 24 February 2026
- 20 May 2026
- 2 July 2026
- 15 September (Annual Trustees' Strategy Day) 2026
- 17 November 2026

**Location of Meetings:** 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.

**Term of Appointment:** The term of appointment is for four years.

**Remuneration:** Trustees give their services on an honorary basis and receive no remuneration, except for expenses reasonably incurred in performance of their duties.

**How to apply:** Applications are made online via the job advert at <https://apply-for-public-appointment.service.gov.uk/roles>. In order to apply you will need to create an account or sign in. Once you are logged into your account, click on ‘apply for this role’ and follow the on-screen instructions. To apply, all candidates are required to provide:

- equality information
- information relating to any outside interests or reputational issues
- a Curriculum Vitae (CV)
- a supporting statement
- a short professional biography (150 words)

We will ask you to check and confirm your personal details to ensure your application is accurate. You will also have the opportunity to make a reasonable adjustment request or apply under the disability confident scheme before you submit your application.

If you have any questions about the appointments process, please contact [publicappointments@dcms.gov.uk](mailto:publicappointments@dcms.gov.uk) or [ellie.mond@dcms.gov.uk](mailto:ellie.mond@dcms.gov.uk). If you would like to speak about the role itself, please contact Rosalind Glass, Chief of Staff at the Museum [rosalind.glass@nhm.ac.uk](mailto:rosalind.glass@nhm.ac.uk).

# Diversity and Inclusion

**Diversity and inclusion:** Our aim is to represent the UK's cultural diversity in everything we do. The Natural History Museum strives to serve the interests of all communities equally, regardless of their religion, race, sex, age, disability or sexuality.

DCMS values and cares passionately about the diversity of its public appointments. Boards of public bodies should reflect our diverse society in order to ensure the sector has a leadership that draws fully on the different skills and perspectives our country has to offer. Applications are encouraged from candidates from across the UK, regardless of sex, ethnicity, disability, sexual orientation, age, religion or belief, and from the broadest range of personal and professional backgrounds. We particularly welcome applications from women, those from a black or ethnic minority background and people living with a disability. We ask all applicants to complete a diversity monitoring form.

**Disability Confident:** We guarantee to interview 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, state this in the covering email or letter when submitting your application. This will in no way prejudice your application.

**Reasonable adjustments:** We are committed to making reasonable adjustments to make sure applicants with disabilities, physical or mental health conditions, or other needs are not substantially disadvantaged when applying for public appointments. This can include changing the recruitment process to enable people who wish to apply to do so.

Some examples of common changes are:

- ensuring that application forms are available in different or accessible formats;
- making adaptations to interview locations;
- allowing candidates to present their skill and experience in a different way;
- giving additional detailed information on the selection / interview process in advance to allow candidates time to prepare themselves;
- allowing support workers, for example sign language interpreters;
- making provision for support animals to attend.

When you apply you will have the opportunity to request reasonable adjustments to the application process.

# Further Details

Further information about appointments, including tips on applying, can be found on the [Public Appointments guidance pages on gov.uk](#).

## **If you are not completely satisfied**

We aim to process all applications as quickly as possible and to treat all applicants with courtesy. If you have any complaints about the way your application has been handled, please contact [publicappointments@dcms.gov.uk](mailto:publicappointments@dcms.gov.uk).

## **Supporting information**

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

All applicants are expected to abide by the [Seven Principles of Public Life](#).

## **Expenses**

Expenses incurred by external candidates during the recruitment process will not be reimbursed, except in exceptional circumstances, and only when agreed in advance.