

## Role Specification

### Summary

Imperial War Museums (IWM) wishes to appoint four new Trustees.

We are seeking to appoint a new **Army Trustee** and a new **Naval Trustee**. IWM traditionally has a Trustee on its Board from each of the three branches of the armed forces.

We are also seeking to appoint a new **Estates Trustee**, with experience in estate development.

These appointments are made by the Prime Minister.

The final appointment is for a new **Media Trustee** with strong media and communication skills. This appointment is made by the Secretary of State for Culture, Media and Sport.

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.

### About the Roles

Members of the Board have corporate responsibility for the general management and control of the Museum, subject to the terms set out in the Imperial War Museum Acts (1920 and 1955), subsequent amending legislation and other governing documents. It is their responsibility also to ensure that the Museum complies with any statutory or administrative requirements for the use of public funds. Specifically, the Board:

- Determines the general policy of the Museum;
- Appoints the Director-General of the Museum, with the approval of the Prime Minister;
- Monitors and oversees the Director-General's management of the Museum. The Director-General is the Board's chief executive and the Accounting Officer of the Museum;
- Has legal responsibility for the buildings, collections and financial assets of the Museum and their care and management;
- Approves the Museum's Strategic Plan;
- Monitors the process of Risk Management within the Museum; and
- Publishes an annual report and account, audited by the Comptroller and Auditor-General.

Trustees are expected to understand and uphold the Seven Principles of Public Life as defined by the Committee on Standards in Public Life. Individual Trustees should therefore also be aware of their wider responsibility as members of the Board – namely to comply at all times with the Code of Practice for Board Members of Public Bodies as adopted by the IWM; and with the rules relating to the use of public funds and to conflicts of interest; and to act in accordance with the requirements of Charity law where this applies.

Trustees must be positive advocates for the Museum. They will exercise drive with due tact and discretion as members of a corporate body with a collective and strategic role.

### About IWM

IWM's remit is global and inclusive in its exploration of war's impact on the lives of men, women and children, from 1914 to the present day.

Our collection of over 33m objects covers all aspects of conflict involving Britain, its former Empire and the Commonwealth, and includes art, film, photography, printed material, documents and sound.

Through our family of five museums in London, Cambridgeshire and Manchester, off-site programmes, and digital content, we explore the causes, course and consequences of war and promote understanding and empathy, by connecting diverse audiences with human stories of ingenuity, courage, sacrifice and resilience.

The Museum's **strategic objectives**, as set out in the Corporate Plan are to:

- Grow and diversify our visitors
- Increase our reach, impact, sustainability and resilience
- Broaden engagement with our Collections
- Be a fantastic place to work

More information can be found on the Museum's website [www.iwm.org.uk](http://www.iwm.org.uk). Specifically, the IWM Corporate Plan and annual report and accounts are published at <http://www.iwm.org.uk/corporate/reports>

### **Essential Criteria**

- A knowledge of and commitment to the IWM, and support of the purposes and values of the Museum, including its public educational purpose of British and World history
- An understanding of the wider IWM narrative which, reflecting the 'Imperial' in our name, includes global stories; and a commitment to preserving cultural heritage
- A strong commitment to engaging communities outside of London, and factoring UK-wide perspectives into all decision making
- A commitment to improving opportunities for people throughout the UK and access to people from low socio-economic backgrounds

### **Army**

The successful candidate will be a serving or retired senior officer of the Army, who will have:

- Served or be serving at the most senior level in the Army
- Relevant experience of working in or with the public sector, for example, working directly with ministers or senior government officials or MPs
- Up-to-date contacts in the Army, Ministry of Defence and defence sector
- Operational experience of recent conflict would be an advantage

### **Naval**

The successful candidate will be a serving or retired officer of the Royal Navy, who will have:

- Served at a senior or Naval Board level
- Relevant experience of working in or with the public sector, including working directly with ministers or senior government officials or MPs
- Current contacts in the Royal Navy, Ministry of Defence and defence sector

### **Estates**

The successful candidate will be expected to sit on the Trustees' Estates Advisory Committee, and will have:

- A strong background in real estate and property asset management
- A good understanding of what is needed to deliver capital projects on complex, live sites
- Knowledge or experience of the historic environment

### **Media**

The successful candidate will have:

- Significant experience working at an influential level in the media, whether broadcast, print or online; and
- Excellent communication skills

**Time commitment** – 20 days per year

**Term of office** - 4 years. The Prime Minister / Secretary of State may appoint for a second term.

**Remuneration** – Nil but reasonable expenses are paid

**Location** – Primarily London