



Department for
Digital, Culture,
Media & Sport

APPLICANT PACK

Trustees x 2

Wallace

Collection

Contents

- 1. Public Appointments**
- 2. The Wallace Collection**
- 3. The Role of Trustees**
- 4. What are the roles?**
- 5. Essential Criteria**
- 6. Additional criteria - Academic and Architecture/historic buildings**
- 7. Additional Criteria - Fundraising and People leadership/Human Resources field**
- 8. Additional Criteria - International**
- 9. Key dates**
- 10. How to apply**
- 11. Eligibility**
- 12. Contact us**

Public Appointments

The Prime Minister wishes to appoint two new Trustees to the Wallace Collection. These Trustees will bring experience and expertise in one or more of the following areas: (i) legal expertise and (ii) audit and risk. The successful candidates will contribute to the governance of the Wallace Collection and the delivery of its objectives.



Manchester Square



Opened in 1900

The Wallace Collection

The Wallace Collection is a collection of the fine and decorative arts formed in the eighteenth and nineteenth centuries by four successive Marquesses of Hertford and the 4th Marquess's son, Sir Richard Wallace. It was left to the British nation in 1897 and opened as a national museum in June 1900 in Hertford House, Manchester Square, W1, a grade II listed building in central London. The museum is internationally famous for its collection of French eighteenth-century art, European and Asian arms and armour and for its Old Master paintings.

It is managed by a Director who reports to a board of Trustees appointed by the Prime Minister and is financed by a combination of grant-in-aid from the central government and self-generated income. The Wallace is currently at an exciting point in its development as it seeks to implement a transformative masterplan to improve the existing building in Manchester Square.

Further information on the Wallace Collection can be found on its website at <http://www.wallacecollection.org>.



Manchester Square



Opened in 1900



The Role of Trustees

The Board of Trustees of the Wallace Collection is an independent body who bring in-depth and diverse expertise to the governance of the museum.

The chief role of the Trustees is to assist the Chair in meeting the Board's overall responsibilities, in accordance with their statutory duties and the policies of the Secretary of State. They must be able to attend the meetings of the Board, and such other meetings as may be necessary. Board meetings are normally held four times a year.

The Board of Trustees offers guidance and expertise to the Executive (the Director and staff of the Wallace Collection). They must be positive and passionate advocates for the museum and its core mission, and must ensure that its affairs as a charity are conducted appropriately.



What are the roles?



The Wallace Collection wishes to appoint up to two new Trustees who can drive forward the ongoing transformation of the museum into a truly diverse and world-leading organisation. The museum is in an exciting phase of its development as it embarks on a masterplan to develop the Wallace building, as it has reached record visitor numbers, improving accessibility and sustainability of the Collection.

DCMS and the Wallace Collection are committed to ensuring that its public appointments are diverse and benefit from a broad range of skills and outlooks. The Wallace Collection and DCMS encourage applications from those whose experiences and perspectives are currently under-represented on the Board and in the museum sector.

Currently we are seeking two Trustees with specific skills and expertise in the following areas:

- **Legal**
- **Audit and Risk**

Essential Criteria

All Applicants to any of the two Trustee roles will be required to demonstrate the below qualities in their application:

- **Knowledge:** a clear understanding of the work, priorities and challenges of the Wallace Collection and the context within which it operates.
- **Commitment** to preserving cultural heritage, and improving education and understanding of British and world history.
- **Judgement:** effective decision-making skills with the ability to critically analyse a wide range of information to make clear and objective evidence-based recommendations to support the delivery of the Wallace Collection's objectives.
- **Collaboration:** ability to work closely with the executive board and other key stakeholders, providing support, constructive challenge and assurance as appropriate.
- **Equality:** A demonstrable commitment to diversity, equality and inclusion; and improving opportunities for people throughout the UK.

Additional Criteria

In addition to the essential criteria outlined above, candidates for individual Trustee roles should also be able to demonstrate the following criteria:

- **Legal:** a strong track record of legal expertise, most likely gained at either a law firm or as an in-house counsel in a commercial, Government or non profit organisation.

OR

- **Audit and Risk:** a strong track record of experience in finance and/or risk management and ability to ensure effective governance and risk management

Key dates



Please note these times are subject to change.



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.

Contact us

Interested in
other DCMS
Appointments?

PUBLIC APPOINTMENTS TEAM

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JOIN THE DCMS PUBLIC
APPOINTMENTS NETWORK

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

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above.