



## Role Description

South West Museum Development (SWMD) is seeking Strategic Advisory Group members who have an interest in, and enthusiasm for, museums and heritage organisations in the south west and their contribution in making a difference to people's lives.

Candidates will ideally have standing in their own field of expertise and some experience and/or understanding of the not-for-profit sector.

It is essential that candidates have:

- A capacity for strategic thought and objective decision-making
- Strong interpersonal and relationship-building skills
- Strong strategic awareness and ability to identify emerging external factors that may impact on strategy, implementation of plans, or reputation with key stakeholders
- Analytical skills including the ability to weigh / sort complex evidence and reach rational conclusions, incorporating appropriate advice
- A strong passion and commitment to the mission of SWMD

We welcome applications from any skilled professional with expert knowledge in their field but we are particularly interested in hearing from applicants who can help develop SWMD's profile, impact and financial resilience and have one or more of the following areas of experience:

- Collections
- Evaluation and research
- Finance and business development
- Learning and skills
- Partnerships and networks
- Volunteering

The members of the Strategic Advisory Group are jointly responsible for carrying out the following functions:

- Approving the Strategic / Corporate Plan for SWMD
- Approving SWMD policies
- Monitoring and reviewing the work of SWMD
- Commenting on matters affecting museums and heritage organisations regionally, nationally and internationally insofar as they affect SWMD
- Providing practical support and challenge to SWMD's management
- Ensuring effective working relationships with SWMD's key stakeholders/ partners including Museum Development Network and with its funders, including Arts Council England
- Contributing actively to formulating and regularly reviewing the strategic aims of the organisation by agreeing the Business Plan and evaluating performance against agreed targets





## **Term and Time Commitment**

Members are expected to serve a minimum of four years; the delivery of 2018-22 programme between April 2019 – March 2022, plus a period of 6 – 12 months post the 2018-22 programme until the recruitment of a new Strategic Advisory Group.

The Strategic Advisory Group will meet a minimum of 3 times per year in Exeter with each meeting lasting approximately 3 hours. Additional meetings will be called to address specific issues outside of the expected schedule where appropriate. These meetings will be called under exceptional circumstances.

During the first year there will be an additional time commitment to be agreed as part of the induction process, including away day(s).

In addition members may be expected to contribute to ad hoc working groups and to support SWMD based on using their own specific skills and knowledge.

Members are expected to devote adequate time to preparation for the Strategic Advisory Group and management meetings and appropriate research and planning.

## **Remuneration**

These posts are not remunerated but an annual stipend of £350 for travel is available.

## **Diversity**

We are committed to equality and diversity and will endeavour to ensure diversity on the Strategic Advisory Group. We welcome applications from talented individuals who can meet the criteria outlined within the Person Specification regardless of age, disability, gender reassignment, race, religion or belief, sex, sexual orientation or relationship status.