

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 resilience and have one or more of the following areas of experience:

- Connections: Partnerships and networks
- Capacity building: Learning, skills and volunteering
- Sector intelligence: Evaluation and research
- Environmental responsibility: Sustainability and action
- Inclusion: Equity and community

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

- Approving SWMD's Business Plan
- Approving SWMD's 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 programme team
- Ensuring effective working relationships with SWMD's key stakeholders/ partners including Museum Development England 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 two years; the delivery of its 2022-23 programme between April 2022 – March 2023 (Arts Council NPO extension year), its 2023-24 programme, plus the first six months of its anticipated new funding cycle of April 2024 – March 2026.

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

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.