

# Recruitment Pack

## Trustees

2024





## Shire Hall Museum, Dorchester

Hello,

Thank you for your interest in becoming a Trustee of Shire Hall Museum. This is an exciting time to get involved with this award-winning social justice museum, shop and café.

Shire Hall Museum only opened its doors in 2018 but thanks to the staff, volunteers and Trustees it has survived the difficulties of the last few years and we are now looking ahead to the next stage of the charity's growth and development.

We are looking for enthusiastic, passionate individuals who can help to fulfil the potential of Shire Hall and the stories that it holds. Our Board of Trustees play an important role in providing governance and supporting the staff and volunteers.

Please read through the recruitment pack to find out more about what we're looking for, and if it sounds like you then get in touch. If this is your first Board role you will get a warm welcome and plenty of support from the existing Board and the amazing staff team.

We look forward to hearing from you.

Rose Wallis  
Chair of the Board of Trustees

## About Shire Hall Museum

An award-winning social justice museum in the heart of Dorset, Shire Hall Museum brings over 200 years of justice and injustice to life.

Opened in May 2018, Shire Hall Museum uncovers the moving and important stories of everyday people's interactions with the justice system since the late 18th century.

The Museum's mission is to create a place that engages visitors with the history of justice and injustice in Dorset, which inspires people to make a difference to society, politics, and justice for all.

As well as being an important cultural asset to Dorset and the South West, Shire Hall is dedicated to serving and supporting its local community. From its award-winning learning programme and work with people living with dementia to supporting local independent businesses at its markets, community is at the heart of Shire Hall.

An independent museum, Shire Hall relies on the income from its shop, café and events programme to fund its work and other activities.

Behind Shire Hall Museum lies the Shire Hall (Dorchester) Trust, an independent charity created to protect and share this important building and its rich history.



## **Shire Hall (Dorchester) Trust**

The Shire Hall (Dorchester) Trust is a Charitable Incorporated Organisation registered with the Charity Commission (No 1163252) on 21 August 2015. The Trust took a 25 years lease from the local council of a Grade 1 Listed building which had recently undergone extensive renovation to create a wonderful museum and community hub.

We are responsible for caring for the historic building and running Shire Hall Museum in Dorchester which first opened to the public in May 2018.

A Grade I listed building, Shire Hall was Dorset's courthouse from 1797 until 1955. Through that time, it saw everything from the 1834 trial of the Tolpuddle Martyrs to the 1856 case of Elizabeth Martha Brown. Thousands of people passed through its doors, as victims, prosecutors, defendants, and witnesses. The court had a profound effect on the lives of individuals and their communities for over 150 years.

### **Trustee**

The Shire Hall (Dorchester) Trust is looking to expand our Board of Trustees, recruiting new trustees with a passion for our cause to make a difference to the communities we serve through our award-winning museum and community hub.

We are looking for people who have something to offer to help develop further the work of the Museum, who have an ability to work effectively as a member of the Board and support our fantastic team of staff and volunteers.

As a Trustee, you would be responsible for ensuring good governance of the organisation, acting as a critical friend to the Director and senior management team. You will also be required to work alongside the Chair and fellow trustees to ensure the independent charity maintains good financial health and meets its intended ambitions.

## Our Values

### Integrity

We behave with honesty and respect in all areas of our work and working relationships. We treat our Grade I-listed building, and any collections we borrow, acquire and display, ethically.



### Excellence

We are committed to quality in everything we do.



### Generosity

We respect different voices and perspectives and share knowledge freely to encourage dialogue with our audiences, partners, and stakeholders.



### Openness

We are committed to a culture of transparency, teamwork, and collaboration.

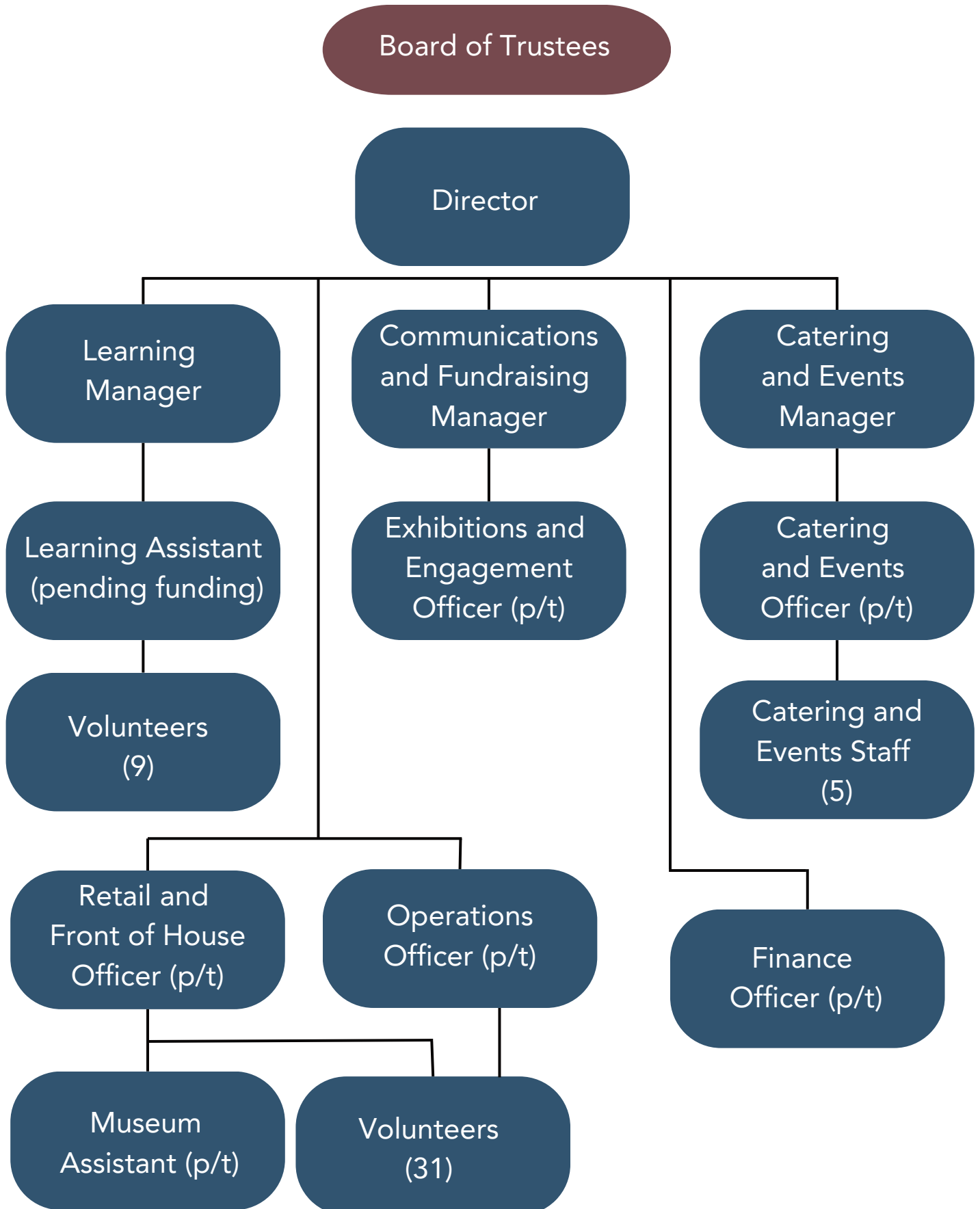
### Diversity and Inclusion

We embrace diversity in our trustees, staff, volunteers, and audiences and strive to create a culture where everyone feels valued and welcome.





## Company Structure



## **Trustee Person Specification**

Trustees are responsible for the general control and management of the administration of the Charity.

It is not necessary to have had previous trustee or board experience. We are looking for people who have a wide range of skills and lived experience who have something to offer the work of the Trust. You will have an ability to work effectively as a collaborative member of the team.

You must be aged 16 years or over. You must not be disqualified from acting as a trustee of a charity (see Charity Commission 's Disqualifying Reasons Table).

Trustees are not paid and must declare any potential conflicting interests

### **Essential Skills**

- A commitment to the organisation and its ambitions
- A willingness to devote the necessary time and effort on a voluntary basis
- Good independent judgement and a willingness to speak your mind
- Good communication and interpersonal skills
- Ability to think creatively
- The ability to work effectively as a collaborative member of the team

### **Desirable skills**

In addition, expertise in one or more of the following areas would be desirable.

- Enterprise and Business Management
- Marketing and Public Relations
- Fundraising
- Finance and Accounting
- Learning and Community Engagement
- Diversity, Equality, and Inclusivity
- Property and Facilities Management, particularly listed/historic buildings
- Museums & Curatorial Management

## How to Apply

The Trust is keen to diversify its Board and welcomes applications from all ages and backgrounds, including those who may not have previously served as a Trustee. Induction and access to appropriate training will be provided.

Deadline: Friday 6th September

Interview date: Mid September

To apply, please send a completed application form to Virginia Smith, Director at Shire Hall Museum  
[virginia.smith@shirehalldorset.org](mailto:virginia.smith@shirehalldorset.org)

Please download application form below:

[Word version](#)

[PDF version](#)