



## National Heritage Science Forum - Chair of the Board of Trustees (Voluntary)

The National Heritage Science Forum (NHSF) is seeking to recruit a new Chair to lead its active Board of Trustees. As a committed, energetic leader with excellent communication skills you will bring a fresh perspective to strengthening NHSF's strategic relationships, growing its membership and realising the public benefits of heritage science. This is an exciting time to join NHSF. The new Chair will lead an organisation that has been at the forefront of strategic developments in UK heritage science for 10 years at a time when UK heritage science is poised for transformation by a recently announced major investment programme (see RICHeS below).

### About the National Heritage Science Forum

NHSF is a registered charity that facilitates collaboration and knowledge-exchange to enhance the contribution that heritage science makes to society. The NHSF improves collaboration in heritage science by connecting communities of practice.

- We shape the future through strategic partnerships to build and share knowledge, skills and data across organisational boundaries.
- We connect people: researchers, conservators, curators, scientists from many disciplinary backgrounds, educators at all levels, and commercial operators.
- We co-create the Strategic Framework for Heritage Science in the UK.

Our member organisations are the driving force behind everything that NHSF does. They shape the Forum's strategy, lead its work streams, and deliver its programmes. NHSF membership is an investment in impact, enabling member organisations to develop collaborative projects across traditional boundaries, enabling research, practice, and innovation. For more detail on the history and operating arrangements of NHSF, visit [www.heritagescienceforum.org.uk](http://www.heritagescienceforum.org.uk)

NHSF's strategic priorities for 2023/2024 are to ensure that:

- A successor to the Strategic Framework for Heritage Science in the UK 2018-2023 is developed.
- UKRI (UK Research and Innovation) / AHRC (Arts & Humanities Research Council) are provided with sector data and insight to support investment in, and successful launch of, RICHeS (Research Infrastructure for Conservation and Heritage Science).
- The broad relevance and importance of heritage science is well articulated, demonstrating how heritage science helps to address the issues that matter to people.
- A vibrant and sustainable NHSF is able to champion heritage science and support its members.

The new Chair will join the Board of Trustees at NHSF's next AGM in Winter 2023/2024. This will be a crucial point for NHSF, as being immediately before the operational stage of RICHeS. [RICHeS](#) is a 10 year programme funded by UKRI / AHRC to establish a distributed infrastructure for UK heritage science research and innovation. NHSF has worked over the past four years to support AHRC in securing this investment. The Forum is now working with the wider heritage science sector, major funders and opinion-formers to refresh and implement the Strategic Framework for Heritage Science in the UK for the period 2024-2027 and make the case for further investment in the field.

### The role of Chair

The role of Chair of the Board of Trustees is open to everyone who is eligible to act as a Trustee, and the Chair will be appointed as a Trustee of NHSF. As a Board of Trustees, NHSF Trustees are collectively responsible for the actions of the NHSF, providing financial control and oversight to ensure that NHSF complies with its governing document (its [Constitution](#)), complies with any other relevant legislation or regulation, and that NHSF applies its resources to the pursuit of its charitable purpose. Trustees are also responsible for the

strategic direction of the Forum and identifying opportunities for the development and growth of NHSF.

In addition to the responsibilities of a Trustee, the Chair provides leadership to the Board of Trustees so that NHSF fulfils its multiple roles as:

- The consultative lead for UK heritage science
- A cross-sectoral body
- A member organisation
- A Charitable Incorporated Organisation (registered in England & Wales no. 1154160)

#### **Specific responsibilities of the Chair**

- Ensure NHSF develops appropriate strategic priorities and monitors progress towards them,
- Be the visible representative of NHSF, so that NHSF continues to develop as a clear, insightful, and nuanced cross-sectoral voice,
- Chair meetings of the NHSF Board of Trustees,
- Oversee Board of Trustees' development and succession arrangements.

#### **What we're looking for**

We're looking for someone with demonstrable capability in the following areas:

- Clear strategic vision and nuanced judgement,
- Passion for heritage science and a credible leadership voice in heritage /science / public benefit discussions,
- Excellent relationship-building and communication skills,
- Ability to form, leverage and deliver through networks,
- Ability to listen to and synthesise a broad range of interests in an inclusive and collaborative manner,
- Tact and sensitivity to balance personal leadership with leadership by others,
- Informed acceptance of the legal duties, responsibilities, and liabilities of Trusteeship of a charitable organisation,
- Time to fulfill the responsibilities of the role.

#### **Other information**

- The role of Chair of the National Heritage Science Forum is voluntary.
- Reasonable expenses associated with the duties of the Chair will be paid.
- Appointment is for a term of three years in the first instance.
- The Board of Trustees meets 4 times a year, in addition to the AGM, and may contribute to other NHSF activities as appropriate. Meetings are currently held virtually.
- The time commitment for the Chair is expected to be approximately 2 days per month although this may not be distributed evenly throughout the year.
- The Chair is supported by a committed and engaged Board of Trustees. Trustees act as 'leads' for different areas of activity such as finance, communication, Member Council liaison.
- NHSF's Member Council oversees the Forum's heritage science activity, delivering through three working groups.
- NHSF's operations are supported by a paid external consultant at approximately 2 days per week.

#### **Application process**

Please send a letter explaining why you are interested in this role and how you could help NHSF to achieve its strategic priorities, together with a summary CV (of no more than two sides of A4) and contact details for two referees to the NHSF Administrator, Caroline Peach [administrator@heritagescienceforum.org.uk](mailto:administrator@heritagescienceforum.org.uk).

#### **Closing date for applications: 3<sup>rd</sup> September 2023 at 17:00**

Virtual interviews in the week of 11<sup>th</sup> September 2023.

The National Heritage Science Forum AGM will be held in January 2024