

BROOKLANDS MUSEUM



TRUSTEE INFORMATION PACK

Introduction

Introducing Brooklands Museum Trust

Established in 1987, Brooklands Museum Trust Limited is the independent registered charity behind the award-winning Brooklands Museum in Surrey. The Museum is set within a 32-acre site that includes the world's first purpose-built motor racing circuit, itself a scheduled monument, alongside key buildings that are related to the motoring and aviation history made here between 1907 and the 1980s. Our extraordinary range of objects includes working vehicles, social history objects and archival material. We also have a Concorde aircraft that represents the innovation and manufacturing achievements of post-war aviation at Brooklands.

The Trust's charitable objective is to advance public education in the history and development of road vehicles, aircraft and objects relating to road transport and flying, with particular emphasis on their connection with our site at Brooklands, the Brooklands Automobile Racing Club and Brooklands Aero Club.

We realise this through our vision:

Inspiring people to shape the future through Brooklands' history of innovation and endeavour.

Our vision informs all our work and underpins the long-term future development and success of this significant place.



About Brooklands Museum

Brooklands Museum is for everyone. We are active in ensuring we are inclusive, so everyone can feel welcome and benefit from Brooklands Museum; including our visitors, members, volunteers, trustees, and staff, as well as our stakeholders and supporters.

Brooklands Museum welcomes in excess of 180,000 visitors each year; these are made up of members of the public, Brooklands Members, VIPs, corporate hospitality guests, and school and education groups engaged in our learning programmes. We have an active events and activity programme that brings our site and story alive throughout the year – from large classic car gatherings to aviation fly-ins. We tell our stories in immersive and interactive ways, using the collection to inspire the next generation of engineers, aviators, and innovators.

Alongside our outreach and community engagement, we offer an extensive volunteering programme, and we run large-scale events and other activities that generate income to sustain the Museum.



The Museum is managed by a talented senior team, under the leadership of Chief Executive, Alex Patterson.

We have a dedicated staff team of 65 people who are committed to delivering 'Brooklands at its best, every day', through our culture of being supportive, involved and appreciative. This is underpinned by our behaviours of being proactive, communicating thoughtfully, showing you care and working as one team.

We are also supported by a community of over 800 dedicated volunteers.

We are proud to have been a finalist for Surrey Employer of the Year in 2021, a finalist for Large Visitor Attraction of the Year in the Beautiful South Awards 2022 and winner of the Museum & Heritage Award for Learning Programme of the Year in 2023.

For more information about Brooklands Museum, please visit our website www.brooklandsmuseum.com



Trustee board

Mark Seligman chairs Brooklands Museum Trust. Following the completion of some trustees' terms of office, we are recruiting for two new members to join the main board, to fulfil the complement of skills and experience required by the Museum. In seeking to meet these needs, we aim to build a board in a way that maintains the close and positive team-working of previous years and, at the same time, we hope to increase the diversity of our group, including younger members if possible.

It is an exciting time to join the board as we begin the work to develop our next strategic development, building on our success and ensuring both the vibrancy and sustainability of the Museum. Under the new leadership of our Chair, appointed in July, you will be joining a new team and playing a vital role in shaping our future direction.

You will collaborate with fellow Trustees to support the Chief Executive and his senior team and staff, sharing your expertise and knowledge. You will be expected to attend meetings of the Board and any relevant sub-committees at least five times a year and engage with the programme and events on site.



Our current requirements

At this time, we would like to hear from potential trustees with expertise and experience in:

- STEM learning
- Fundraising
- IT infrastructure and digital delivery
- High volume visitor attractions
- Estates management and development

We are seeking individuals with diverse backgrounds and experiences who can bring fresh perspectives and thinking to our team.



The Trustee role

Role of the Trustee Board

The Board is responsible for agreeing the strategic vision, mission and purpose of Brooklands Museum and for guiding the organisation towards achieving its goals through a system of good governance and in accordance with the Memorandum and Articles of Association.

Trustees ensure the fulfilment of our charitable objective: to advance public education in the history and development of road vehicles, aircraft and objects relating to road transport and flying, with particular emphasis on their connection with our site at Brooklands, the Brooklands Automobile Racing Club and Brooklands Aero Club.

Principal responsibilities of Trustees

Strategic leadership and oversight

- Provide advice and leadership on the Museum's vision, mission, and strategy, and ensure that these are understood and put into practice by trustees, staff and volunteers.
- Ensure that the business plan is effectively executed and supports the vision and mission.
- Regularly review major risks, ensuring that systems are in place to manage and mitigate such risks, as well as review and take advantage of associated opportunities.
- Advise on changes to the external environment to anticipate and respond to changes that may affect the organisation.
- Safeguard the good name and values of the organisation.
- Contribute to the guidance and support of senior staff where required.

Finance and assets

- Ensure sound financial health of the organisation, with systems in place to ensure financial accountability.

Governance

- Ensure the Charity operates within its objectives.
- Ensure that Charity operates in accordance with charity and company law.
- Ensure the effective and efficient administration of the organisation, with appropriate policies and procedures in place.



Main tasks

- Attend Board meetings on a regular basis and be familiar and up to date with the business of the organisation.
- While being politically neutral, act as an advocate for the organisation regionally and nationally to represent the Charity's interests externally, attending functions and events, as required.
- Contribute, when required, to the work of sub-committees or working groups.

Terms of office

New Board members will be invited to serve an initial term of 3 years which may be renewed twice for further periods of 3 years, up to a maximum of 9 years in total.

Time commitment

- Trustee induction following appointment, including site visit.
- Number of meetings per annum: five daytime meetings per annum, (January, March, June, September, November) plus additional away day/training sessions. Sub-committee meetings may take place between or prior to each full Board meeting.
- Additional preparation time to read board papers and attendance at events at the Museum where possible.

Person specification

All trustees should possess:

- A commitment to Brooklands Museum Trust and an enthusiasm for its objectives and work
- A willingness to devote the necessary time and effort

Strategic vision

- Good, independent judgement
- An ability to think creatively
- Excellent communication and ambassadorial skills
- A willingness to contribute openly and constructively to meetings and discussions, and to accept a majority decision
- The ability to work constructively with others in a governance or committee role
- An understanding and acceptance of the legal duties, responsibilities, and liabilities of trusteeship
- A commitment to equal opportunities, diversity, and inclusion

Beyond these attributes, our intention is always to assemble a board of trustees which collectively balances specific skills, expertise and experience across areas including strategic planning; commercial activities and the high-volume visitor attractions market; financial and investment management; fundraising; legal; visitor experience and STEM learning; estate management; marketing and communications; and IT and digital delivery.

How to apply

Please submit a covering letter (no more than two pages) highlighting your suitability for the role, how you meet the person specification, and which skills you would bring to Brooklands Museum Trust. Please send this, along with a copy of your CV to Magdalen Fisher at magdalen@magdalenfisher.com

We recognise and embrace people that work in different ways, so if you need any adjustments to our recruitment process, please let us know.



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