



## **Role Description for Trustee of the Heritage Trust of Lincolnshire**

**Location:** Lincolnshire (with flexibility for remote participation)

### **About Heritage Lincolnshire**

Heritage Lincolnshire is a charity dedicated to safeguarding and enhancing the rich historical tapestry of Lincolnshire. Our mission extends beyond conservation; we strive to make heritage accessible and engaging for all, fostering a deeper connection within our community across Greater Lincolnshire to their local history. As we look to the future, we aim to embody principles of inclusivity, diversity, and the wellbeing of our staff and volunteers, ensuring that our work not only preserves the past but also enriches our present and future.

### **Role Overview**

We are seeking committed and dynamic people to join our Board of Trustees, with others who are passionate about heritage and the positive impact it can have on communities. This is an exciting opportunity to shape the future of heritage conservation and engagement in Lincolnshire. Trustees play a crucial role in guiding our strategic direction, ensuring financial sustainability, and championing an inclusive and diverse approach to our work. We are particularly interested in individuals who bring a range of skills and perspectives to our board, contributing to a holistic approach to governance and strategic leadership.

We would particularly welcome people who can bring expertise in finance, fundraising, and a proactive stance on health and safety, contributing to our ongoing commitment to staff wellbeing and development.

### **Key Responsibilities**

- Provide strategic oversight and input, helping to guide Heritage Lincolnshire towards its vision while upholding its values.
- Ensure the charity's financial stability and growth, through effective governance, and where applicable, direct expertise in finance and fundraising strategies.
- Support and promote a culture of diversity and inclusivity within the board, the wider organisation, and its activities.
- Contribute to a focus on the wellbeing and development of our staff and volunteers, recognising the importance of a supportive and enriching work environment.
- Ensure that Heritage Lincolnshire complies with legal requirements and best practices, always acting in the charity's best interest.
- Participate in Board meetings (approximately quarterly), committee meetings, and other events as necessary.

### **We Are Looking For**

- A commitment to the mission and values of Heritage Lincolnshire, with a genuine interest in heritage and community engagement.



- A commitment to promoting diversity, equality, and inclusion, with a willingness to contribute to a culture of respect, learning, and understanding.
- Excellent communication and interpersonal skills, with the willingness to engage in constructive and collaborative decision-making.

### **Specific skills**

- Expertise in finance, with the ability to provide insight and oversight into financial planning and management. Experience in fundraising would be highly beneficial.
- Legal skills particularly in the charity sector.
- HR and people management.
- Although not a requirement, knowledge or experience in health and safety practices would be welcome, supporting our commitment to creating a safe and positive environment for all.
- Previous experience in a governance role is not essential; we value fresh perspectives and are committed to supporting new trustees in their role.

### **Commitment**

The role of Trustee is voluntary, with a term of three years, renewable. Travel expenses to meetings can be covered if required. Trustees are expected to commit to attending Board meetings, currently four per year, contributing to sub-committees, and strategic planning activities.

### **Application Process**

Heritage Lincolnshire is committed to creating a diverse and inclusive Board of Trustees. We welcome applications from all who are passionate about our cause, regardless of age, disability, gender identity, race, religion or belief, sex, or sexual orientation. To apply, please submit a CV and a covering letter outlining your interest in the role and the skills and experiences you bring to [HTLAdmin@heritagelincs.org](mailto:HTLAdmin@heritagelincs.org) please include in the subject heading 'Confidential: For the attention of the Chief Executive'.

This role advertisement will remain open on our website and applications will be accepted on a rolling basis to ensure we always remain open to valuable contributions to our board's composition.