



# NEW TRUSTEE OPPORTUNITIES - 2025

Exeter Science Centre (ESC) is looking for three new trustees to join our board and bring new skills, experience and perspectives, to support and challenge us and help us to grow.

By joining our team, you will have the opportunity to work with like-minded professionals, to support and shape a transformational charity, and help us deliver our vision of a positive future: where people are informed, inspired and empowered, through science, to help make the kind of fair and sustainable society that we all want to live in.

## Trustee roles:

We've identified three main areas of expertise that are less well represented on our current board of trustees and are therefore keen to welcome new trustees with skills or background in:

- 1) **Fundraising** (including bid writing and philanthropic fundraising): we need support in developing a strong long term strategy for fundraising and in identifying new opportunities.
- 2) **Communications, branding, marketing, media**: we're passionate about reaching new beneficiaries, in particular people that don't typically engage with science and ensuring we reach people from all ages and backgrounds. We want to make sure our outward facing presence fully represents our values and mission.
- 3) **We're also looking for an individual who is well-connected in Northern Devon**: this is the location of our first proposed physical centre, and we would benefit from the guidance of a proactive trustee who can support the development of this centre. This trustee will ideally have a good understanding of the local business and policymaker networks, local infrastructure, as well as the needs and interests of local communities.

## About Exeter Science Centre

ESC is an education charity set up as a CIC in February 2020 and registered as a charity (CIO) in April 2021 (registered charity number 1194239) with a mission to educate, motivate and empower people to make a difference in the world. We work across the South West but with a focus in Devon, running events and projects to



# NEW TRUSTEE OPPORTUNITIES - 2025

creatively connect people with current research, industry and local action linked to global challenges. We have a parallel ambition of creating a network of hands-on science centres in the South West starting in North Devon and Exeter.

Our team comprises two paid directors - the co-founders, Dr Natalie Whitehead and Dr Alice Mills - a board of five trustees, a strategic advisory board, a large community of volunteers, and patron - George Monbiot.

The Chair of trustees is Professor Justin Dillon - professor of science and environmental education at University College London. The board of trustees includes individuals with a background in research, industry, education, accountancy, the creative industries and business, providing a range of perspectives and expertise. More information about our team and what we do can be found here:

<https://exetersciencecentre.org/meet-the-team/>.

To find out more about our work and our plans, have a look at our [website](#) and our latest [Annual Report from April 2023-April 2024](#).

## Who and what we are looking for

At this pivotal time for us, where we look to grow our team, rebrand, push forward on the development of the physical centres and raise awareness of and support for our organisation and its mission, we are looking for three new trustees to bring fresh perspectives and skills that can support our development.

## Person specifications

We're looking for passionate, proactive people who can bring energy and dedication to the role while broadening the diversity of thinking and skills on the board. We're looking for:

- Enthusiasm about the importance of creatively engaging people with science and widening access to informal education.
- A desire to ensure our organisation makes every effort to embed and promote equality, diversity and inclusion in everything we do, working to widen access to science and reach underserved communities.
- An ability to constructively challenge and support the directors.
- People willing to participate actively in discussions and contribute to the growth and development of ESC and its activities.



# NEW TRUSTEE OPPORTUNITIES - 2025

## Responsibilities

- Support in the development of our overall strategy.
- Contribute to the charity's activities where necessary to support the directors.
- Understand and monitor our activities to ensure that they deliver to our vision and mission.
- Advocate for us within your own networks, acting as an ambassador for ESC.
- Scrutinise our current strategies within your field of experience and advise us on improvements.
- Attend quarterly board meetings (typically virtually or in Exeter), actively participate in discussions and work with the other trustees to oversee the running of the charity (as per the [charity commission trustee guidance](#)).
- Oversee financial plans and budgets to support our financial sustainability.
- Ensure that the ESC fulfils its legal obligations.
- Support with the writing of policies and procedures and keep up to date with changes, ensuring key risks are suitably identified, monitored and controlled.

## Terms of appointment

- ESC trustees are appointed for a three-year term. We aim to encourage regular change-overs of trustee roles to bring fresh perspectives. However, if in the best-interests of the charity, trustees may be considered for multiple terms, although with a maximum term of nine years. A trustee who has served for three consecutive terms may not be reappointed for a fourth consecutive term but may be reappointed after an interval of at least one year.
- This role is unpaid but reasonable expenses will be reimbursed by ESC in carrying out this role.
- As a small charity there will be times when trustees are more actively involved for ad hoc support between board meetings (although we recognise the limited capacity of a voluntary board).
- ESC will hold occasional longer strategy days which trustees are asked to attend.
- Occasionally trustees are asked if they are willing to attend or present at a stakeholder or partner meeting or event on behalf of ESC.
- Trustees are expected to read documents sent in advance of trustee meetings.





# NEW TRUSTEE OPPORTUNITIES - 2025

## Next steps:

If you would like to be part of a rapidly evolving, innovative, collaborative and ambitious charity with a strong social conscience, we would be delighted to hear from you.

Please get in touch with us and let us know what you could bring to the role - just email [info@exetersciencecentre.org](mailto:info@exetersciencecentre.org) **by the end of the day on Sunday 5 October.**

For this voluntary position, we won't have a lengthy application process. We're just looking for how you fit with our person specification, and if you're keen to contribute your time to this role.

We'd love to know, in a few sentences or so:

- What inspires you to volunteer as an ESC trustee?
- How do you feel you bring something new to our board of trustees?
- What personal or professional experience have you got that aligns with our Person Specifications?

For shortlisted candidates, we will meet with you to discuss the role and your experience, and you'll also need to confirm that you're [eligible to be a charity trustee](#). In the eventuality of a number of potential candidates, we will choose the person who best fits the charity's needs.

All trustees ultimately are responsible in law for the charity, its assets and ensuring its activities further its charitable objectives. You do not need previous governance experience to apply for this role. However, if you have no prior experience at a strategic level, we are keen that you show that you are willing to put in some time to understand and accept the responsibilities and liabilities of acting as the trustee of a small charity.