

**Yorkshire Museum and Enterprises Limited**

**Candidate Brief**

**Non-Executive Director**

**Note from Keith Nesbitt**

**Chair of the Yorkshire Museum Trust and Enterprise Board**

At the Yorkshire Museum Enterprise Board, we are looking for two new Non-Executive Directors to help us deliver the next stage of our ambitious and exciting growth plans under the dynamic leadership of our CEO Kathryn Blacker.

Yorkshire Museums and Enterprises Limited (YME) is a wholly owned subsidiary of York Museums Trust and is responsible for generating commercial revenue for the Trust.

The Trust's two museum's, art gallery, gardens and heritage buildings play a vital role in the cultural and economic life of York with a reach that stretches nationally and internationally.

We have exceptional colleagues, incredible collections, exciting venues and a strong sense of mission. That mission is to build our financial robustness and through creative engagement with our audiences, to ignite and feed a passion for art, culture and history for everyone.

The role of YME is to help with this sense of mission especially in the area of building our financial robustness. YME currently delivers revenues income of circa £1.4million and delivers a profit of circa £400k per annum directly to the Trust through its commercial channels including, retail, venues, events and catering.

The role of the non-executives is rewarding without being arduous. This is extremely important and enjoyable work as we seek to build our financial resilience. Whilst we target key specific areas of experience, the personal skills and motivations are also key.

I hope you consider applying. If you would like an informal chat first, please get in touch by emailing [recruitment@YMT.org.uk](mailto:recruitment@YMT.org.uk) .

Keith Nesbitt

Chair of YME Board

## **The Role of The Non-Executive**

The YME Board has up to 5 Non-Executive Directors including the Chair who also sits on the Board of The Yorkshire Museum Trust (YMT) and Finance Committee. The Board also has one other non-executive who sits on the Board of YMT and also the People Committee. The 3 remaining non-executives are independent of the YMT Board to ensure the independence of the YME Board.

The Board meets in person, in York 5 times per year. These meetings are 4 quarterly review meetings and 1 strategy day.

Non-executives (and Trustees of YMT) receive no remuneration although they can claim expenses.

The non-executives have ultimate responsibility for directing the affairs of YME, for making sure it is not only solvent and sustainable but has a proven growth strategy, is well run and delivers the outcomes for which it has been established. They also contribute their expertise and experience in advising on policy and development of the organisation, assessing risk and supporting the Chief Executive and senior staff to whom operational management is delegated.

### **Specifically, the Board of YME**

- Approve the business plans and annual budgets for YME.
- Agree and recommend the strategy and targets for secondary spends (e.g. retail, catering) and other earned income.
- Monitor performance in all relevant areas
- Agree and recommend an investment strategy in all relevant areas.
- Provide external expertise, advise on risk management and support officers in discharging their duties.

### **Description of Skills and Abilities**

YME currently has two vacancies for new non-executives. Although YME is looking for candidates with a good commercial background that will complement the existing non-executives, we are specifically looking for candidates with experience and knowledge in the areas of catering, venue management and events. These three areas are seen as key to the future development of YME and ultimately YMT. They are also people who can help support, empathise with and develop the wider Enterprise Management team to develop their businesses.

#### **All non-executives should be able to demonstrate the following:**

A strong enthusiasm for YME, what it does, and its future ambitions; also, a commitment to its vision and values, including as a more diverse and inclusive organisation.

Experience of working in a Board environment as a non-executive

Integrity, relevant experience and the ability to contribute effectively as a Board member.

In addition, York Museums Trust welcomes applications from candidates who have strong experience in the following areas which, for convenience, we have grouped into two broad activity clusters:

- Venues and Events – YME has a strong venues business centred on weddings. YME has successfully developed this market over the last 10 years and has a very positive reputation across York and North Yorkshire. Alongside this, YME is developing an Events business. Collaboration with partners such as Futuresound have already proved extremely popular with visitors.
- Catering – YME has a very profitable catering business which are owned and managed by partners across all its sites. The challenge is to redefine this model and deliver a stronger catering offer for our visitors.

We see both of these areas offering the best opportunity for growth within the YME.

### **Time Commitment and Term of Office**

The time commitment for non-executives is estimated to be about one day a month. The ability to make more time for the informal parts of the non-executive role - not least attending previews of major exhibitions– is considered important.

Appointments are made for a 4-year period, renewable for a further 4 years. The position of non-executive director is unpaid but reasonable expenses may be claimed.

### **How to Apply**

To discuss this role and for further information, please contact:

Head of the Board of YME e: [recruitment@YMT.org.uk](mailto:recruitment@YMT.org.uk).

Keith Nesbitt (the team will arrange for Keith to contact you)

York Museums Trust's Head of People Angela Wallace

t: 07730 642914 e: [Angela.Wallace@YMT.org.uk](mailto:Angela.Wallace@YMT.org.uk)

To register your interest in this opportunity, you are asked to submit:

- A copy of your CV or biographical details;
- A statement of interest (no more than two sides of A4)

indicating why you are interested and what you are able to bring to York Museums Trust;

- Completed Equal Opportunities Monitoring Form.

We can only receive applications electronically. Please e-mail applications to: [recruitment@ymt.org.uk](mailto:recruitment@ymt.org.uk)

Applications need to arrive by 9am on Friday 22nd May the closing date for applications.