

# **RYEDALE FOLK MUSEUM**

in the North York Moors  
National Park

## **Chair of Trustees**

## **Recruitment Information 2026**



## About us

Ryedale Folk Museum is an open-air museum with twenty historic buildings and a varied programme of events and exhibitions, through which our visitors can explore the history and daily lives of North Yorkshire people from the Iron Age to the 20<sup>th</sup> Century. Located in the picturesque village of Hutton-le-Hole in the North York Moors National Park, the museum was established in 1964, although its first origins began in the 1930s.

Now, our purpose is to make a positive difference to people's lives in Ryedale and across the North York Moors, contributing to the sense of place and identity for the area, its communities and its visitors. We do this by:

- Putting people at the heart of what we do.
- Creatively using our collections and buildings to support the needs and wellbeing of the community.
- Working collaboratively with local people, so that their stories are gathered, represented and shared in a way that truly reflects them.
- Being a place where people arrive curious and leave inspired.

You can find copies of our annual report at <https://www.gov.uk/find-charity-information>. We are listed as Ryedale Folk Museum and our registered charity number is 1145218. We are also a company limited by guarantee (company number 07889200).

The day to day running of the museum is undertaken by a core team of seven staff (approximately five full time equivalents), supported by around fifty volunteers.

## Why join us?

Having been established for just over 60 years, we now want to look to the future for Ryedale Folk Museum, to ensure that we can continue to be a thriving venue for our visitors and community for the next 60 years and beyond. A new 10-year strategic plan was launched in 2022, and we have recently agreed a new Forward Plan covering the next three years.

As a trustee, you will have the opportunity to help us deliver our strategic aims, contributing to a thriving and sustainable future for the museum. We are a friendly board, open to new thinking, and are keen for people with a wide range of skills and experience to be involved in our work. We aim to make your experience as a trustee both rewarding and enjoyable; and we offer support and development opportunities to help you grow your skills as a trustee, as well as an induction process. By joining us, we hope that you will have the chance to use your expertise to make a real difference to the museum and local area.

*"Being part of the Board, supporting our fantastic museum team and playing an active role in the museum's development is hugely satisfying and enjoyable. I've gained an insight into operations, collections management, project ideas and funding, strategic and business planning, as well as collective decision making. Every meeting involves good discussion!" Carolyn Lloyd Brown, Acting Chair*

## Who are we looking for?

We are recruiting a Chair who is prepared to lead the board of trustees, and drive the Museum forward, working alongside the Museum Director. Our Chair should be willing to contribute their time, expertise, energy and experience to support the museum's teams as we continue to deliver our strategic objectives and activities in the new Forward Plan.

We are keen to welcome a diverse range of experiences and perspectives to our board, including within the Chair's role. We particularly welcome applications from people living and working in the North York Moors, who have an understanding of some of the issues facing visitor or heritage attractions and issues facing our rural area. We welcome applications from those with disabilities, Black, Asian and Minority Ethnic candidates, as well as applications from LGB, Trans and non-binary candidates as under-represented people within the museum.

## General Information

<b>Remuneration:</b>	This position is not remunerated but trustees can claim reasonable out of pocket expenses incurred fulfilling the duties of the role.
<b>Location:</b>	The museum is in Hutton-le-Hole, North Yorkshire, YO62 6UA. Meetings usually take place at the museum or nearby. We can also facilitate attendance at meetings via Zoom.
<b>Time commitment:</b>	Trustees are expected to attend meetings every three months (usually 5.30 - 7.30pm), an annual away day, and around four museum events a year. They are also expected to undertake some work in between meetings to fulfil their responsibilities. This includes preparation for Board meetings, delivering actions assigned at meetings, providing active support to the executive team where their expertise can add specific value, and taking part in training and development. Some Trustees also sit on sub-committees, working groups or panels (e.g. Finance or Fundraising group). Trustees are usually appointed for a term of three years with the option of reappointment for a further term.

## Conduct and eligibility

Trustees are expected to act in accordance with the museum's Code of Conduct at all times. There are certain restrictions on eligibility to become a charity trustee ie you cannot be under the age of 18, have previously been removed from trusteeship by a court or the Charity Commission, disqualified as a company director, or convicted of an offence involving deception or dishonesty (unless spent).

## **Chair role description**

### **Role summary**

The Chair will play a key role in leading the Board and ensuring that it acts in accordance with its duties, ensuring that the museum is well governed, shaping its future direction and development in line with its current ten-year strategy.

The role is voluntary but reasonable expenses may be claimed. Over and above the time commitment expected of trustees, it is likely that the role will entail approximately 10-15 hours a month on average.

### **Main responsibilities of the Chair**

The Chair's responsibilities are to:

- Lead the Board in directing and monitoring delivery of the museum's current ten-year strategy, of its policy framework, and in setting and evaluating clear, relevant and ambitious objectives.
- Ensure that the museum is well governed and that it operates in line with its Articles of Association, company and charity law, and with any other relevant legislation and best practice.
- Chair and facilitate Board meetings effectively and efficiently, ensuring their effective planning and conduct and that all decisions are taken in the best interest of the museum.
- Lead the Board in evaluating and improving its effectiveness and operation.
- Ensure that all trustees are fully engaged, contribute to meetings and to the trustee work programme, and fulfil agreed tasks and projects.
- Support the recruitment, selection and appointment of trustees to the Board and ensure that the development and training of trustees is appropriate and effective.
- Create opportunities for trustees to develop in their roles, delegate to them appropriately, provide and arrange support where necessary, and enable them to review their performance and contribution to the Board and the museum.
- Develop a positive and productive working relationship with the Director, provide support and guidance as appropriate, and conduct annual performance reviews.
- Lead the Board in exercising effective support and challenge to the Director and staff team, ensuring that it is properly advised and informed in its decision-making.
- Ensure that strategy and operations protect the museum's financial sustainability and assets, and, liaising with the Treasurer and Director, maintain careful oversight of its financial performance and viability.
- Act as a visible ambassador for the museum, leading advocacy work with stakeholders, acting as spokesperson where appropriate, representing the museum at events, and supporting the Director and staff to raise the museum's profile.

## **Chair: person specification**

We are seeking applications from suitably qualified and experienced people who can demonstrate:

- An enthusiasm for the museum and strong commitment to its purpose
- Ability to think strategically, focussing on key issues, whilst also understanding and supporting the practicalities of operating an independent charitable museum
- In-depth understanding, and, ideally, first-hand experience, of what constitutes best practice in charity governance
- Ability to inspire and lead the Board, building a close and productive relationship between Board members and the Museum Director and staff team
- Ability to harness the diverse views and contributions of every Board member in an inclusive and supportive manner
- Financial acumen, both in terms of understanding financial performance and trends and of strengthening and diversifying income streams
- Ability to build on existing networks and to act as an impactful and authoritative ambassador for the museum
- An understanding of the wider policy context in which the museum operates
- An understanding of the challenges facing small rural businesses and charities