

Newlyn FISH Trust - Trustee Prospectus

Introduction

The Newlyn Fishing, Industry and Seafarers Heritage (FISH) Trust, is seeking new Board members/ Trustees to support the growth of our young charity.

We are particularly interested in receiving applications from people with the following skills and experience:

- HR and/or Volunteer management
- Finance: accounting and planning
- Legal
- Fundraising
- Community engagement (grassroots)
- Learning and education
- Museum/heritage experience
- Comms (PR, Social Media, Press)

Experience of charity governance would be beneficial, but not a requirement as we can provide support and training.

We are aiming to recruit four trustees to join our current Board of six.

We're looking for people with a passion for Newlyn and its heritage, a commitment to supporting heritage being saved for future generations and local stories being shared with wider audiences. We need people who are able to bring energy and commitment, engage in healthy debate, respect others' viewpoints and most importantly, to take a proactive part in the charity's activity.

If you think you've got the skills, experience and personal qualities to support us in taking our next vital step, we would be delighted to hear from you.

Background to the Newlyn Fish Trust

The Trust was set up by a group of local residents who came together with the aim of protecting and sharing the culture and heritage of Newlyn, with the following charitable purpose:

"To advance the education of the public in the history, culture and heritage of Newlyn, Cornwall, in particular but not exclusively through the provision of exhibitions, lectures, workshops, traditional crafts demonstrations and other events."

More information on the charity can be found [here](#).

Our activity to date has been focused on bringing the old Ice Works in Newlyn back into use as a welcome hub for local people and a must-see destination for visitors. With support from the Architectural Heritage Fund, we completed a project viability appraisal on the building in 2022 and have since secured additional funding to undertake further work to explore how a potential project could be shaped.

What does being a Trustee involve?

Trustees of the charity have a shared responsibility for governing the organisation effectively. Being a Trustee is about helping to make sure that the charity is managed and run responsibly, in line with the charity's objectives and for the benefit of the public. These are hugely valued positions, and trustees will play a crucial part in the success and development of the charity.

In line with the Charity Governance Code, the trustee role is primarily focused on strategy, oversight and supportive challenge, providing strong leadership for the organisation and being positive ambassadors to drive its future direction. However, as we're a young charity with no staff, trustees will need to be prepared to get involved in the detail as well, at this stage.

The trustee role includes:

- Preparing for, attending and making active contributions to Board meetings;
- Drawing on personal expertise and working collaboratively in order to make good decisions that are in the best interests of the new charity;
- Making use of existing networks and building on them in order to support the successful development of the organisation;
- Supporting and nurturing high-quality relationships with potential stakeholders and partners;
- Taking a proactive role in the oversight of financial plans, strategies and delivery plans;
- Reviewing risks to the organisation and the contingencies designed to mitigate these risks; ensuring that each activity has a Risk Assessment.
- Contributing to establishment and ongoing review of systems, policies and procedures designed to allow the organisation to work as well as possible and embrace best practice; and
- Getting involved in different work strands; as we have no paid staff, trustees need to be prepared to 'do' things to support particular areas of activity.

For further reading, the Charity Commission document, ['The Essential Trustee'](#), explains the key duties of Trustees in more detail.

All trustees will be required to sign a Code of Conduct.

This role is not remunerated, but reasonable expenses may be paid, subject to prior approval.

What aptitudes and representation are we seeking in our Board Members?

We need passionate advocates for Newlyn and its heritage. We are looking for people who can commit the time to support us as we build the organisation, and who have the energy and enthusiasm to help us grasp opportunities, connect us with new partners and help shape new futures. We need strategic thinkers – able to see the ‘big picture’, but equally happy to drill down into the detail when it’s needed.

We need people who will work well as part of our team; people who communicate effectively, listen well, will respect others’ input, and who are able to compromise and get behind a joint decision.

We are committed to seeking broad perspectives on our board/team, and would encourage applications from people of different ages and backgrounds.

Application requirements

If you are interested in being considered as a member of the Board/Trust, please apply with the following:

- Completed application form
- A supporting statement (no more than 2 sides of A4, with accompanying CV if available) setting out:
 - Why you would like to be a Trustee
 - What you will bring to the Trust, particularly given the context and our requirements set out above
 - What you would hope to get from the role

Your application should be emailed to chair@newlynfishtrust.org.uk by **5pm on Friday, 1st March 2024**.

Interviews with short-listed applicants will take place during week commencing 11th March. All candidates will be contacted.

If you have any questions, or would like an informal conversation to discuss the role, please contact chair@newlynfishtrust.org.uk or 07962 168440