



St Andrews Botanic Garden Trust

Board of Trustee vacancies

About St Andrews Botanic Garden Trust

St Andrews Botanic Garden Trust is looking to recruit two trustees to join its Board of Directors at a time of significant organisational transformation and change.

We are looking for capable, organised and experienced individuals with a strong professional background who share our enthusiasm for plants and their habitats, and our broader commitment to education and sustainability. New trustees will be joining a collegial Board of Directors dedicated to supporting the Garden as it navigates new opportunities in a challenging and ever-changing environment.

Our mission of botanical conservation and education has seen us take transformational steps in a short period of time, including development of the Garden's habitats, investment in building projects, growth in the team, establishment of national and regional partnerships, and publication of research that establishes the botanic garden's expertise in urban ecology.

These steps have been critical to establishing strong foundations, and our focus now is to consolidate this progress by preparing for ambitious capital investment and in turn, growth in turnover and expansion of our charitable activities. The success of these next steps will depend on governance and strategic plans that connect our mission and opportunities with society's most pressing environmental and social challenges.

The Board of Directors comprises up to 11 trustees who play an important role in the strategic direction of the Garden. Trustees carry out the duties and legal responsibilities of being a charity trustee and company director, and are responsible for ensuring that the Garden complies with its governing document (Articles of Association), observes its charitable objectives and functions in line with the principles and practice of good governance. Specifically, the Board ensures that the Garden operates ethically, responsibly and with respect for the environment and for society at large. Where required, trustees will act as ambassadors for the Garden and may leverage their networks to support the mission of objectives of the Garden.

Trustee role

We are seeking new trustees who can bring strong experience in the areas of business development and innovation and entrepreneurship to the Board.

We expect from our trustees the following:

- Willingness to commit the time required to fulfil trustee duties
- Willingness to contribute, from time to time, to the work of specific task groups (e.g. strategy development, governance review, leading discussions, providing advice on initiatives in the domain of their special expertise)
- Willingness to contribute to the broader promotion of the Trust's objects and reputation.

Personal qualifications

Applicants should be able to demonstrate the following:

- Ability to provide strategic input and advice
- Ability to contribute to discussion and work with others at Board level
- Enthusiasm towards botanic gardens and their broader role in public engagement and conservation
- Awareness of the nature of a public charity
- Ability to serve as an ambassador for the Garden, both to the public and other stakeholders
- Specific knowledge in one (or more) of the following areas: business development, innovation and entrepreneurship, or fundraising

Restrictions	None
Experience and skills required	Individuals should have extensive knowledge, skills and experience in one or more of the following fields: business development, innovation and entrepreneurship, or fundraising.
Location	St Andrews Botanic Garden, St Andrews, Fife.
Commitment	The Board normally meets four times a year and in addition trustees are expected to join/chair one of the Trust's three sub committees and/or advisory groups. Meetings are normally scheduled during working hours, and are normally held in the Garden.
Travel and expenses	Travel and other reasonable expenses will be reimbursed.
Support	There will be a comprehensive induction programme and sessions with the Chair of the Trust and the Executive Director. Creche and child minding facilities can be made available.
Remuneration	This is a voluntary position.
Term of office	Three years in the first instance with an opportunity to be reappointed for a further consecutive three years.
Attendance	The Trust has a preference for face to face meetings but recognises that it is not always possible for trustees to attend in person. Trustees can join meetings via Teams, but a minimum number of face to face attendance at one Board meeting per year is expected.

How to apply

The stages of the application and selection process are:

Stage 1	Informal notification of interest (advised but not essential)	21 st October – 21 st November
Stage 2	Informal conversation with the Chair and with the Executive Director, as requested	4 th – 22 nd November
Stage 3	Submission of CV (up to 2 pages) and personal statement (1 page, addressing the Personal qualifications listed above)	26 th November, 5pm
Stage 4	Interviews with Nominations panel	2 nd December

The following documentation will be made available on request:

- Articles of Association (these are also publicly available)
- Most recent annual accounts (these are also publicly available)
- Overview of structure of scheme of delegation (after Stage 2)
- Overview of organisational structure (after Stage 2)

We provide equal opportunities and are committed to the principle of equality regardless of race, colour, ethnic origin, religious belief, political opinion or affiliation, sex, marital status, sexual orientation, gender reassignment, age or disability.

Please advise us in your notification of interest if there are any reasonable adjustments that would support your application, and we will do our best to accommodate your needs.

If you are interested in considering this opportunity, please write to jobs@standrewsbotanic.org to find out more and arrange a visit to the Garden.

St Andrews Botanic Garden Trust is a company registered in Scotland and limited by guarantee
Registered No SC287552 | Charity No SC036705 | VAT number 258982642
Registered Office: Kinburn Castle, St Andrews, KY16 9DR