



Collections Trustee, Haslemere Educational Museum

Trustee Recruitment Pack

Location: Haslemere, Surrey (Board meetings in person, with flexibility)

Commitment: 6 Board meetings / year + annual Strategy Day + occasional committee work (6–8 hrs / month)

Term: 3 years, renewable (max 9 years)

Role: Voluntary (reasonable expenses reimbursed)

About Us

Haslemere Educational Museum is one of the UK's oldest independent museums, founded in 1888 by Sir Jonathan Hutchinson FRS. We are an Arts Council England Accredited museum with a national reputation for education, engagement and outstanding collections.

We care for over 400,000 objects spanning:

- Natural history (including extensive taxidermy and “Arthur” the Siberian Bear)
- Human history (archaeology, social history, ethnography and an Egyptian mummy)
- Geology (fossils, minerals and the Sir Archibald Geikie Archive)

As an independent charity, we receive no regular public funding and rely on strong governance, fundraising and community support to sustain our work.

The Opportunity

We are seeking a Trustee with significant professional experience in museum collections to join our Board and provide strategic leadership on collections care, ethics and development.

This is a governance role, not an operational post. You will act as a strategic advisor and “critical friend” to our collections team, helping ensure the Museum meets the highest professional standards.

Haslemere Educational Museum

78 High Street, Haslemere, Surrey, GU27 2LA

T: 01428 642112 | enquiries@haslemeremuseum.co.uk | www.haslemeremuseum.co.uk

Museum Patrons: Rt. Hon. Baroness Bottomley of Nettlestone, Roger Dellar ROI, RI, DS, Sir Vernon Ellis, Loyd Grossman OBE, FSA, Rt. Hon. Jeremy Hunt MP, Philip Jackson CVO DL, Sir Rob Margetts CBE, FREng, FIChemE, Sir Andrew Motion FRSL

Haslemere Educational Museum is a charity registered in England and Wales (charity number 1071244); and a company limited by guarantee, registered in England and Wales (company number 3203702). Registered office: 78 High Street, Haslemere, Surrey GU27 2LA

Key Responsibilities

- Provide Board-level leadership on collections strategy and policy
- Ensure compliance with Museums Association Code of Ethics, Spectrum standards and Arts Council Accreditation
- Support policies covering collections development, documentation, care and conservation
- Advise on acquisitions, loans, disposals and ethical issues
- Oversee risk management relating to collections (storage, security, insurance, environment)
- Support best practice in provenance, due diligence and legal compliance
- Contribute to discussions on repatriation, restitution and culturally sensitive material
- Champion the value of the Museum's collections externally and support fundraising/advocacy
- Contribute actively to Board governance and strategic planning

About You

We are looking for someone with:

Essential

- Senior professional experience in museum collections management, curatorial work or collections governance
- Strong understanding of collections care, documentation, conservation and access
- Knowledge of sector standards (Spectrum, Accreditation, Museums Association Code of Ethics)
- Experience of collections-related policy, ethics or strategic planning
- Ability to advise on legal and ethical issues

Desirable

- Specialist knowledge aligned with our collections (natural history, geology, archaeology, social history, ethnography, art or related fields)
- Knowledge of risk, conservation planning or environmental monitoring
- Experience in digital collections or inclusive interpretation

Personal qualities

- Strategic thinker with sound judgement
- Collaborative and constructive, able to challenge appropriately
- Strong communicator across professional and volunteer environments
- Committed to ethical practice, inclusion and public benefit

Time Commitment

- 6 Board meetings per year (typically every other month)
- Annual Strategy Day
- Occasional sub-committee involvement
- Approx. 6–8 hours per month in total

Why Join Us?

- Shape the future of a nationally significant independent museum
- Help safeguard a unique and wide-ranging collection
- Work with a committed, knowledgeable and friendly Board and staff team
- Contribute to a thriving cultural and educational institution at the heart of its community

How to Apply

In the first instance, please send your CV and a supporting statement outlining your interest and relevant experience to Dan McWilliam, Chief Executive, by email to: danmcwilliam@haslemeremuseum.co.uk

Closing date: Wednesday 26 August 2026