



## APPOINTMENT OF TRUSTEES TO THE BOARD OF THE ROYAL BOTANIC GARDEN EDINBURGH APPOINTMENTS FOR FOUR YEARS FROM MAY 2016

Scottish Ministers are looking to fill two Trustee positions on the Board of the Royal Botanic Garden (RBGE). Each appointment is an opportunity to help shape the future of one of the world's most renowned botanic gardens and require specialist knowledge and experience in two areas: *Communications* and *Visitor Destination/Business Development*.

### Royal Botanic Garden Edinburgh

RBGE's mission is "to explore, conserve and explain the world of plants for a better future", and its work is based around four strategic objectives:

- delivering world leading plant science and conservation programmes;
- maintaining and developing RBGE's internationally important collections;
- providing learning and training in horticulture, plant science and biodiversity conservation; and
- offering a first-class visitor attraction.

The garden is first and foremost a scientific institution. At the international level it is a global scientific resource, providing expertise, training, and information to help people around the world to conserve ecosystems and protect natural capital. It works in many countries but has a particular focus in South America, South East Asia, Nepal and the Sino-Himalaya, and the Middle East. At the national level it is Scotland's botanical institute playing a significant role in delivering the Scottish Biodiversity Strategy and giving Government access to scientific excellence.

### Board Responsibilities

By statute there are nine members of the Board of Trustees. One place is currently vacant and a further member will demit office in May. Members have collective responsibility for overseeing the RBGE and pursuing its statutory remit. The Board is responsible for agreeing the organisation's strategy, ensuring that the highest standards of governance are complied with; and to hold the Regius Keeper (and senior staff) to account for the management of the organisation and the delivery of agreed plans on time and within budget. It should take due account of advice given by the Regius Keeper who is not a member of the Board.

### Skills – Communications appointment

Those applying for the Communications appointment must be able to demonstrate:

- expertise in communicating the objectives and accomplishments of an organisation or major project/programme to a global audience;
- experience at a senior level of working in broadcast or print media, nationally/internationally - *evidence could include details of publications, features, broadcasts, management of the PR or marketing of an organisation*'- plus a strong understanding of digital communication channels including social media and its strategic application;
- an understanding of the financial workings of a public sector body - *applicants do not require to have experience of working in a public sector organisation, however, they*

*should set out a demonstration of their understanding of the financial arrangements in place for a public board or a Government body;*

- an awareness of the importance of fundraising in a charitable context and how philanthropy relates to this facet of income generation - *applicants should set out their understanding of fundraising as well as the relationship between philanthropy and income generation;* and
- experience of corporate governance and modern risk management processes - *applicants should set out their experience from the private, public, or third sector and particularly, how they have incorporated risk management into corporate governance.*

It would be desirable if applicants could also demonstrate:

- evidence of experience that demonstrates expertise in the development and implementation of communication strategies; and
- a keen interest in science and nature - *particularly botany, conservation or horticulture* - and an awareness of the importance of the RBGE's contribution to society.

### **Skills - Visitor Destination Business/Development appointment**

Those applying for the Visitor Destination/Business Development appointment must be able to demonstrate:

- experience at a senior level of leading and/or developing a major and successful visitor destination;
- expertise in exploiting the commercial potential of a visitor destination;
- an understanding of the financial workings of a public sector body - *applicants do not require to have experience of working in a public sector organisation, however, they should set out a demonstration of their understanding of the financial arrangements in place for a public board or a Government body;*
- an awareness of the importance of fundraising in a charitable context and how philanthropy relates to this facet of income generation - *applicants should set out their understanding of fundraising as well as the relationship between philanthropy and income generation;* and
- experience of corporate governance and modern risk management processes - *applicants should set out their experience from the private, public, or third sector and particularly, how they have incorporated risk management into corporate governance.*

It would be desirable if applicants could also demonstrate:

- understanding of education/public engagement programmes;
- a keen interest in science and nature - *particularly botany or horticulture and sustainable development* - and an awareness of the importance of the RBGE's contribution to society.

### **Time Commitment**

The Board meets four times each year and some Trustees would sit on some but not all of the Committees. In addition, Trustees are encouraged to attend some events, and preparation time for meetings will be required. Total time commitment is up to a maximum of 16 days per year. If you would like to discuss the time commitment required, please contact the Chair of the Trustees, Sir Muir Russell, on [muir.russell@btinternet.com](mailto:muir.russell@btinternet.com). You can also contact Simon Milne, Regius Keeper on 0131 248 2930 or at [s.milne@rbge.ac.uk](mailto:s.milne@rbge.ac.uk).

## **Remuneration**

Trustee appointments are not remunerated. However, travel and subsistence costs as well as reasonable receipted dependant carer expenses incurred in relation to the Board's work will be reimbursed. The mileage subsistence rate paid by the Gardens is currently 45 pence per mile. All other claims must be supported by a valid receipt.

## **Length of Appointment**

The appointments will be for up to four years and there is the possibility of re-appointment, subject to evidence of effective performance. Any appointments and subsequent re-appointments will not extend beyond a maximum of eight years.

## **Closing date for applications is 1 March 2016.**

An application pack and full details on this and other public appointments can be found at the public appointments website [www.appointed-for-scotland.org/](http://www.appointed-for-scotland.org/).

If you experience any difficulties accessing our website, please contact Scottish Government Public Appointments, on Freephone 0300 244 1898 by email at [paapplicationsmailbox@gov.scot](mailto:paapplicationsmailbox@gov.scot) or by writing to Public Appointments, Scottish Government, E1 Spur, Saughton House, Broomhouse Drive, Edinburgh EH11 3XD.

Scottish Ministers welcome applications from groups currently under-represented on Scotland's public bodies, such as women, disabled people and people aged under 50.

## **Appointed on merit; committed to diversity and equality**

