

Trustee – People Representative

As a registered charity, our governance and overall leadership rests with our Board of Trustees, who work alongside the Chief Executive and Director team.

Whilst membership of the Board is voluntary, it is a highly rewarding experience and Trustees contribute actively, taking significant responsibility for the governance and strategic direction of our organisation. Trustees are encouraged to contribute fully to the vibrant life of Marwell, with those already in this role finding it extremely fulfilling and are a vital part of the Marwell family.

With exciting times ahead, we are looking to complement our existing Board of Trustees with a suitably experienced and highly qualified HR professional.

In addition to the generic responsibilities and skills required of all our Board members, Marwell requires someone for this role who can demonstrate extensive HR expertise and wisdom, gained from a career in a commercial or senior not-for-profit environment, operating at Board level.

This role, like many Board appointments, is non-executive but critical in our overall governance, leadership and understanding of best practice.

We need you to be able to devote time for four Board meetings a year, and attend and support appropriate sub-committee meetings, which are held during the day. Whilst this is a voluntary unremunerated position, reasonable expenses will be paid.

For further information about this role, please view the full role profile below.

If you believe you meet the requirements of this role, and would like to apply, we would love to hear from you. Please email your CV and accompanying letter outlining why you believe you would be suitable for this role to the Marwell HR Department, by emailing to HRadmin@marwell.org.uk by 29 March 2024.

Potential first stage interviews: Week Commencing 15 & 22 April 2024

Potential second stage interviews: Week Commencing 29 April & 06 May 2024

Trustee – People Representative Profile

Role title: Trustee
Chair of HR & Remuneration Committee
Location: Marwell Wildlife
Reports to: Chair of the Board of Trustees

Background

Marwell Wildlife is an internationally respected charity committed to the conservation of wildlife and other natural resources. We work both overseas and here, in the UK, as part of a wide portfolio of conservation, science, education and tourism activities. Whether it is restoring desert ecosystems in Tunisia, translocating and managing previously extinct-in-the-wild species like the scimitar horned oryx, mapping fragmented landscapes in Kenya, or breeding sand lizards to release in the UK, we are action orientated.

In Hampshire we are best known for running Marwell Zoo, a much loved 140-acre zoo, where we welcome around half a million guests each year, including over 40,000 school children in formalised sessions. Recently we have pioneered advances in animal welfare, developing cloud-based software to help monitor the health of our animals. We have used animal waste to produce our own energy and as a result, along with other sustainability initiatives, we were awarded the Queen's Award for Enterprise: Sustainable Development last year. It is this linkage between animals, people and our environment that holds the key to our future and Marwell's relevance and success and is illustrated in the accompanying Conservation Strategy.

All of us are now painfully aware of some of the realities of climate change and biodiversity loss, as it is now reported almost daily in the media and witnessed in our own experiences. More recently the pandemic has reminded us of the severity and risk of zoonotic disease. While these crises are rooted in the disconnect between people and nature, progressive zoos like Marwell seek to bridge that divide, and to help celebrate and restore the natural world for the benefit of society. We actively promote the value of nature and the solutions it offers for life and wellbeing, by telling our story, sharing the results of our work, and using our zoo as a place of great enjoyment and learning.

The Trustee Role

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Main Duties

- Participate in formulating and regularly reviewing the strategic aims and operational progress of the organisation.
- Alongside fellow Trustees, ensure that the policies and practices of the organisation are in keeping with its overall aims and objectives.
- Ensure, alongside fellow Trustees, that the organisation functions within the legal and financial requirements of a charitable organisation and strives to achieve best practice.
- Consider the organisation as a whole and its beneficiaries, whether as a member of the Board or any of its sub-committees; this role chairs the HR & Remuneration Committee.
- Reflect the organisation's vision and principles, strategy and major policies at all times.
- Contribute specific skills, interests and contacts and support the organisation in fundraising activities.
- Be a critical friend to all members of the Director team.
- Always adhere to the Board Code of Conduct, particularly when exercising the functions of the Trustee, or any of its sub-committees or groups.
- Attend Board meetings and sub-committee meetings where appropriate.
- Be an active member of the Trustee body in exercising its responsibilities and functions.
- Maintain positive relationships with senior employees.
- Take part in training sessions provided for the benefit of Trustees.
- Fulfil such other duties and assignments as may be required from time to time by the Board.

Commitment

The Board of Trustees meets 4 times per year at Marwell Zoo in Hampshire and Board meetings usually take place in the morning.

In addition to these regular Board meetings, the candidate would need to have sufficient time to:

- attend and support appropriate sub-committee meetings.
- attend an induction and occasional training at Marwell.
- study papers ahead of meetings.
- periodically meet with the Chief Executive and Director team members, as appropriate.

Candidate

In addition to the generic responsibilities and skills required of Board members, the ideal candidate will:

Skills and Experience

- Be a commercially astute HR professional who has operated at Board level.
- Have developed and implemented all aspects of HR/Talent strategy to reflect business aims and focus.
- Be familiar with employment legislation and have delivered best practice solutions, ensuring business compliance/risk management.
- Be experienced in organisation design, talent identification, performance, and development.
- Be an advocate for workforce diversity and workplace inclusion.
- Have developed and implemented reward and recognition systems.
- Be a strong communicator with experience of employment relations, employee engagement and managing and facilitating change.
- Demonstrate intuitive and highly developed interpersonal skills.
- Hold a solutions-focused, pragmatic view to organisational challenges, and be skilled in coaching and mentoring individuals and teams.
- Have worked or be working as part of a multi-disciplinary team.
- Have a basic understanding of Health & Safety.

Attributes

- A positive role model, able to provide support and advice to the professional team.
- A strong interest in, and commitment to, the vision and values of Marwell Wildlife, as well as its future development
- The ability to act, where appropriate, as an advocate and ambassador for Marwell Wildlife with governments, senior policy makers, donors, sponsors, supporters and customers.
- A kind, intuitive leader of people who values and respects the contribution and differences of our workforce

Our Brand Values

Our brand is underpinned by four values which are intrinsic to both our outlook and behaviour. It is these values that define our approach to the development of our staff. These values represent a “tone of voice” which is a core part of our brand identity, and one which should resonate through every contact, whether with colleagues, guests, local communities, or business contacts.

Warm

‘Enthusiastic, affectionate, kind and supportive’

This is ‘how we give’ to others. Being warm means showing a genuine interest in other people. Active listening and open, positive body language are key to this. As a charity we respect diversity and cultural sensitivity and are thoughtful, nurturing and concerned about the welfare of others.

Welcoming

‘Cheerfully receiving, bringing pleasure to those we greet’

This is ‘how we receive’ others. Being welcoming means that we are inclusive in what we do. We share our knowledge and skills with others, whilst respecting their opinions and the pressures they might face. Compassion and empathy are at the heart of this.

Wise

‘Showing experience and good judgement’

This is how we use our expertise. We need to harness our considerable skills and knowledge in adapting and shaping our outlook. This means reflecting on our experience whilst taking the initiative and responsibility to drive forward the development of our organisation, its people, and our charitable objectives.

Contemporary

‘Up to date and current, compatible and relevant to society and present thinking’

Being responsive, and open to change and new ideas will help ensure that we remain relevant to society and at the cutting edge of present-day thinking. We must constantly review what we do and have the confidence to commit to ongoing change and development.

Further Information

For further information or assistance regarding this role, please contact Gill Jarvis, PA to the Chief Executive, on 01962 777913, or by email at gillj@marwell.org.uk

Further information about Marwell Wildlife and its work, can be found on our website: www.marwell.org.uk