

Recruitment pack

Trustees

Bakewell & District
Historical Society





Foreword



Welcome and thank you for your interest in the Bakewell and District Historical Society (BDHS).

This information pack is designed to explain a little about the BDHS and the Bakewell Old House Museum which the Society operates.

Here at the BDHS we recognise the value of a diverse, talented and committed workforce who can drive

forward our ambition to create engaging experiences for audiences, telling the stories of Bakewell and the wider Peak District.

If you have a passion for the work that we do and have the skills and experience to help us realise our ambitions, we would be interested to hear from you.

Ken Smith
Chair of the Board of Trustees
Bakewell & District Historical Society

About us

The Bakewell and District Historical Society is a Charitable Incorporated Organisation (Register Charity No. 1184842) that has been operating since 1954 and formed as a CIO in 2021. We stimulate an interest and love for Bakewell and the wider Peak District by bringing to life the lived experiences of its communities.

This Society predominantly achieves this through the provision of an Arts Council England Accredited Museum (No. 559) and via other Society programming.





In 1954, the Old House was condemned as unfit for human habitation but saved from demolition by the newly-formed Bakewell and District Historical Society when local builder, Charles Bradbury, found interesting features including the great fireplace, the wattle and daub screen wall and the Tudor cupboard. He involved local people in a campaign to save the building and Bakewell estate agent and auctioneer John Marchant-Brooks, led them to success becoming the Society's first Chair.

Now, the primary focus of the museum is to immerse our audiences within the amazing stories of the people of Bakewell and the wider Peak District.

The vast majority of our current audience comprises visitors to Bakewell/the Peak District traveling from all over the country (median distance 57 miles) and a key area of our audience development is the growth of this core market.

Visitors also enjoy our guided tours of Bakewell, provided by our volunteers.

Additionally, we offer various options for schools, such as Anglo-Saxon, Medieval, Tudor and other bespoke tours of the town and activities at the museum. These are aimed at Key Stages 1-3. We are looking to expand into secondary, tertiary and the residential school visits to the Peak District.





We offer special events, a small shop as well as venue hire (including evening hire for paranormal investigations).

As a museum with historically strong local links, we are also keen on improving on our repeat visits for locals. The museum is currently open 7 days a week from 11am to 4pm, depending upon the season. We close during the winter (6 November – 24 March), although there is scope for opening for events during this period.

We charge for admission (annual tickets), which currently is £7.50 for adults, £4.50 for children 5-16 years, and free for under 5s.

The warmth once generated within the Tudor Houseplace fireplace is now matched by the sense of community at the museum: a place to make friends, have fun and engage visitors with what we all cherish.

We currently have 7 Trustees (and can have a maximum of 12). There is a fulltime Manager Curator, Mark Copley, supported by a 0.6FTE Museum Assistant and over 70 volunteers performing a variety of front-of-house and behind-the-scenes roles at the museum and BDHS.

The Society currently has over 170 members. The fees are £15pa Single Membership or £20pa for a Joint Membership.

Members receive: a copy of the Society's annual Journal containing research articles on topics of local historical interest; monthly talks; periodic Newsletters; access to the museum; and priority booking for talks and events.

Mission

We will preserve and vitalise our collections for future generations so that our communities continue to engage with and discover the history of Bakewell and this part of the Peak District.

Vision, Strategic Objectives & Values

To offer a gem of a museum that is fun, interesting, and inspiring to all, loved by locals and visitors alike.

We will tell the story of our areas and its people in a unique and compelling way, creating connections with our visitors.

Our Strategic Aims:

- Ensure the financial sustainability of the museum
- Increase our visitors and develop new audiences, widening access
- Develop the workforce
- Maximise the use of collections
- Strengthen the governance of the organisation
- Increase the effectiveness of our marketing and promotion
- Improve the customer experience; introducing Quality metrics

Our Values:

Welcoming – do everything with open arms

Aiming for excellence – great customer experiences lead to happy faces

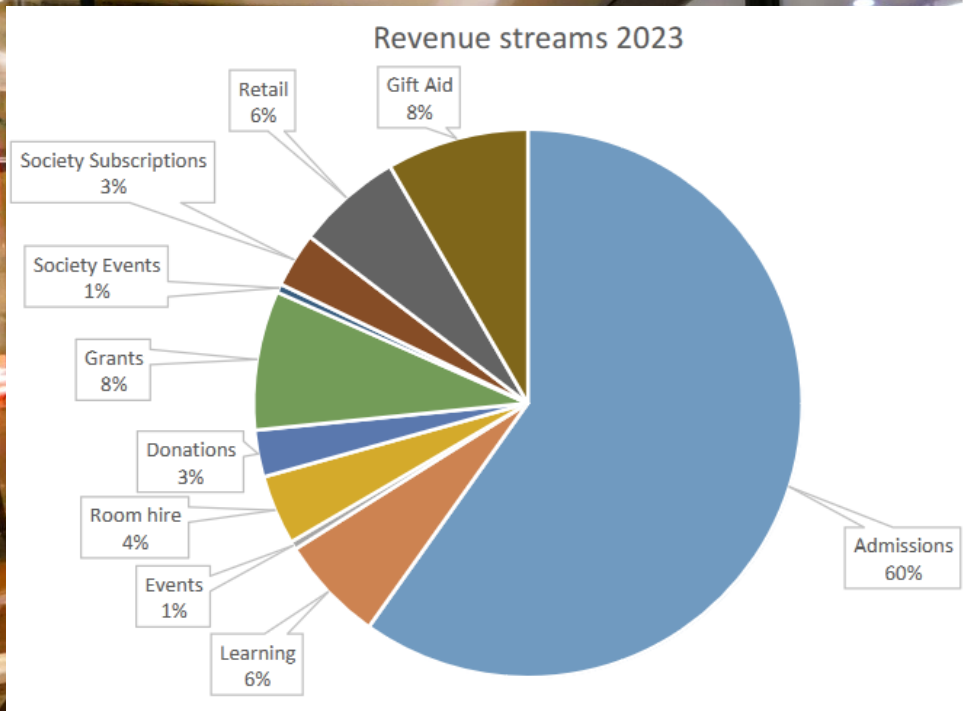
Learning– our curiosity knows no bounds and its fruits are widely shared

Engaging –harness Arkwright’s energy and entrepreneurialism

Leading– bravely forge new paths

Belonging –foster a sense of place with passion

Being responsible – it’s up to all of us, we all play a part



Our performance

In 2023, the museum engaged with 6365 visitors across 167 days, slightly down from 2022 (6719). In 2024, the museum returned to 7 days a week opening and we are on target to have engaged over 8900 people in total.

236 of these were school visits, 125 took advantage of our *Secrets and Legends* and period-specific Bakewell town tours, and 145 visited the museum as part of group visits.

About 88% of the Society's income is derived from the Museum's earned income streams.

We are starting to develop our online activity with a revamped website and growing social media presence on Instagram and Facebook.

For over 500 years, Bakewell's Old House has endured as a place for ordinary Peak District folk to work, live and make memories.

Now, the museum and Society serves as a focal point for local communities, enabling these place-making and identity-building endeavours to continue.

Trustees

What is expected of Bakewell & District Historical Society Trustees?

Trustees share their skills, expertise and experience to support the Society and Museum, helping us to achieve our strategic aims. Trustees also often learn new skills during their time on the board. Being a Trustee means making decisions that will impact on people's lives, the future of the organisation and our local community.

Key expectations of Trustees are to:

- contribute – help where possible and offer the benefit of their expertise to support the Society
- attend meetings and other events – take part in discussions and make decisions, prepare fully for meetings by reading papers, listen to other people, challenge sensitively and respect diversity, be fair and open
- act jointly and accept a majority decision – make decisions collectively with the other Trustees and stand by them and respect confidentiality
- have an up-to-date knowledge of the Museum – understand how the Museum works and the environment within which it operates
- take advice – seek and consider professional advice on anything about which the Trustees do not have expertise themselves

Trustee responsibilities:

- Ensure that the Society's assets and resources (its property, collection, people etc.) are efficiently used towards meeting the charitable objectives
- Define the values and standards of the BDHS, including the mission statement and policies
- Contribute to the ongoing strategic development of the BDHS and the Bakewell Old House Museum. Once the Board has agreed on strategy and policies, it defers responsibility for execution to the executive and assumes a monitoring role, challenging and supporting the Museum's management team. Ideally Board Members are comfortable with 'wearing two hats', occasionally helping with the operations
- Be responsible, along with the other Trustees, for the success of the BDHS: set the strategic aims, ensure that necessary resources are in place to meet them and monitor performance. Review and approve the business plan, budget and programme
- Ensure transparency and accountability in the BDHS's activities
- Regularly review and consider the risks to the BDHS's success and future



Please see the Role Descriptions and Advert for the role(s); broadly speaking it is essential that Trustees should:

- have the ability to see the bigger picture and think creatively
- have a commitment to enabling equality and inclusion
- be willing to learn and open to new ideas
- be able to listen, talk and get on with other people

Ideally Trustees also have:

- an interest in museums and heritage
- a strong personal network
- a specialism in one of the areas we have highlighted as needing support

Who can be a Trustee?

Membership of the Board of Trustees is open to all adults over 16, unless you:

- have an unspent conviction for an offence involving dishonesty or deception (e.g., fraud)

- are bankrupt or have entered into a formal arrangement (e.g., an individual voluntary arrangement) with a creditor
- have been removed as a company director or charity trustee because of wrongdoing

We encourage applications from anyone who can show commitment to the BDHS and contribute to the delivery of its aims.

How long would I need to serve?

New Trustees are expected to make a commitment to serve 3 years initially. All new Trustees will have a 6-month probationary period.

How much time does it take up?

We estimate a minimum time commitment of 10h per month. The Board currently meets every month via MS Teams. There are formal and informal events and our AGM.

Trustees are encouraged to take a deeper interest in the Museum's operations, especially relating to their Portfolios and Projects.

Applications and Selection Process

The full Role Description may be viewed here:

<https://www.oldhousemuseum.org.uk/volunteer/>

We are looking for new Trustees to lead in the following areas:

- Fundraising
- HR / Volunteering
- Schools

If you think you have the skills and expertise we are seeking, then we would like to hear from you.

To Apply for a Trustee role, please send your current CV and an accompanying letter (no more than 2 sides of A4) outlining your suitability for the role, along with the names and contact details of two referees, confirming your availability for interview on the specified date to:

Eleanor Whitehead, Trustee

EleanorW@bakewellhistory.com

If you have any questions or would like to talk to one of the existing Trustees before you apply, please contact Eleanor Whitehead via email.



When you apply, we would be grateful if you could also complete our online **Diversity Monitoring Form**

- Diversity Monitoring Form

<https://forms.office.com/r/fFNd8DOYf4>

For the latest accounts and other BDHS supporting documents, please visit:

<https://www.oldhousemuseum.org.uk/volunteer/>

Dates

Deadline for applications: Midday 8 February 2025, 17:00

Interviews will be held at the museum on Monday 24 February 2025. There will be an opportunity to have a tour of the museum with trustees and staff immediately before the interview.

Applicants offered an interview will be notified by email or telephone. Appointments will be made subject to receipt of satisfactory references.

Bakewell & District Historical Society is a Charitable Incorporated Organisation

Registered with the Charity Commission in England & Wales no.1184842

Registered Office: Cunningham Place, Bakewell DE45 1DD

