



NORTH CRAVEN
BUILDING
PRESERVATION
TRUST

North Craven Building Preservation Trust (NCBPT) Trustee & Youth Trustee Recruitment Pack



Volunteer and be part of something special!

Who are we?

The Trust acquires and preserves buildings important to the heritage of North Craven and manages the Museum of North Craven Life. We own The Folly, an extraordinary Grade I historic house in Settle, in the heart of the Yorkshire Dales. We also own the Grade II Zion Chapel, a redundant place of worship built in 1816.

Built in the late 17th century, The Folly was once the home of a wealthy lawyer. During its life, it has been a family home, farmhouse, bakery, warehouse, furniture shop, refreshment rooms, fish & chip shop, bank and a salvage business. It has so many stories to tell and is now home to the Museum of North Craven Life, which holds a diverse collection of objects and an archive rich with the history of the North Craven area, its social, industrial and cultural development.

The museum was founded on the enthusiasm of volunteers who transformed their vision into reality. We are looking for Trustees & Youth Trustees with the same ambitious spirit, who are prepared to work as part of a team to shape the future of The Folly and the Zion Chapel.

We are committed to making The Folly and the Zion Chapel engaging and exciting to everyone and at the moment our younger audience members are not represented by our Board. We would like to change this by appointing Youth Trustees aged 18-35.

What do our trustees do?

Our Trustee Board is made up of people whose skills and experience help us to deliver our mission and action plan. Trustees advocate for the museum and for building preservation in North Craven. They work closely with a team of staff and volunteers. Their main duties are:

- To ensure the Trust carries out its duties and objectives
- To ensure the Trust complies with relevant legislation
- To be responsible for forward planning, policy making, agreeing targets and evaluation of the Trust's work
- To ensure that the Trust's assets and resources, including finances, are well managed

To find out more about what being a Trustee involves, please see the Charity Commission's guidance ['The Essential Trustee'](#).

How do you fit in?

Being a Trustee provides exciting opportunities for professional and personal development, an opportunity to build networks, gain career building experience, and contribute to the team striving to make a difference at The Folly.

Most importantly, as a Trustee, we would like you to ...

- Be enthusiastic
- Support and challenge us
- Think creatively and strategically
- Be committed to enabling equality and diversity
- Be open to new ideas
- Value communication and teamwork

While Trustees play a role in all aspects of the Museum, we would particularly welcome applications from candidates with experience in any of the following areas:

- Education
- IT
- Human Resources
- Marketing

How much time does it take?

We anticipate that your Trustee duties would take one or two days per month, but you are welcome to commit as much time as you like to any aspect of the Trust's work that interests you.

The Board of Trustees meets four times a year and the Executive Committee meets monthly. There are three sub-committees (Building Preservation, Governance, and the Development Project Board) which meet as required.

Trustees are appointed for a term of three years, which may be renewed. Youth Trustees are appointed for a term of one year, which may be renewed.

How do I apply?

If you are interested in applying please send your CV and a short expression of interest to Heather Lane: chair@ncbpt.org.uk Your expression of interest should tell us why you want to be a Trustee, what areas of the Trust's work you are interested in, and how your skills and experience are a good fit for the Trust.

Interviews will be held at a mutually convenient time.

If you have any questions, please contact the Chair of Trustees, Heather Lane: chair@ncbpt.org.uk

We are committed to diversity and equality and welcome applications from everyone. Most of our meetings are held by Zoom, so you do not have to be local to the area. We look forward to hearing from you!