

Vacancy (Unsalariated): Chair of the CRSBI Management Board

Accountable to Trustees for:

- Chairing at least four meetings of the Management Board per annum and reporting to at least two Trustees' meetings per annum
- Ensuring that the CRSBI Business Plan for the next three years, broken down into Annual Plans, as approved by Trustees, is developed, properly resourced and implemented, taking mitigating action where necessary
- Ensuring regular progress reviews and reports on the progress of the Business Plan to Trustees, based on agreed measures of performance.
- Ensuring that internal and external Business Risks and Issues are identified, managed and reported to Trustees
- Managing the Management Board team
- Representing CRSBI at external events such as lectures, conferences and training events.
- Ensuring that CRSBI's volunteers and contract staff are encouraged regularly to provide feedback which is acted upon
- Ensuring that the development of the CRSBI Web presence is informed by the views of stakeholders and users
- Supporting Trustees in identifying an appropriate academic or curatorial organisation for the long-term hosting of CRSBI
- Ensuring the digital deposit and preservation of the CRSBI Corpus dataset
- Ensuring the sustainability of the development and hosting of the CRSBI database and Website
- Support Trustees in programmes of fundraising from public, voluntary and private sources
- Ensuring that CRSBI fulfills its legal, statutory and regulatory responsibilities as a charity and a company and to its volunteers and contract staff, including Health and Safety requirements

PERSON SPECIFICATION	
CORPUS OF ROMANESQUE SCULPTURE IN BRITAIN AND IRELAND	
CHAIR – MANAGEMENT BOARD	
ESSENTIAL	DESIRABLE
QUALIFICATIONS AND EXPERIENCE	
<ul style="list-style-type: none"> - Good Honours degree in a subject relevant to the historic environment, (such as art, architecture, archaeology, history, conservation) or an equivalent professional qualification - Ability to develop an informed interest in Romanesque sculpture - Successful track record in leading and motivating teams to deliver a project and in reporting to a senior board or committee - Ability to develop, implement and monitor plans and budgets 	<ul style="list-style-type: none"> - Postgraduate qualification or an equivalent research record - Research record in medieval art and/or architecture - Experience at a senior level in an organization of coordinating several teams into a coherent programme of work
KNOWLEDGE AND SKILLS	
<ul style="list-style-type: none"> - Skilled in applying the principles of good governance - A strategic perspective allied to an interest in detail - Ability to work within financial constraints 	<ul style="list-style-type: none"> - Skilled in governance at a senior level in a voluntary organisation

<ul style="list-style-type: none"> - Awareness of the strategic importance of Information and Communication Technologies and the environment within which they operate - A focus on developing audiences - Aware of how to approach potential sponsors and funders - Aware of how to recruit, develop and retain volunteers 	<ul style="list-style-type: none"> - Skilled in how to manage a relationship with an ICT supplier - Skilled in marketing and promotion - Skilled in programmes of fund-raising - Skilled in volunteer management
INTERPERSONAL SKILLS	
<ul style="list-style-type: none"> - Ability to demonstrate enthusiasm for a organisation, both internally and externally - Ability to use inter-personal skills to develop collaborative working - Ability to network with stakeholders - Ability to inspire trust and confidence 	<ul style="list-style-type: none"> - Ability to communicate the mission of an organization on a national and international stage