



SUPPORTING
EXCELLENCE
IN BRITISH
CRAFTSMANSHIP

QUEEN ELIZABETH SCHOLARSHIP TRUST

TRUSTEE APPOINTMENT

QEST, the leading grant-giving charity supporting excellence in British craftsmanship, is seeking to appoint a Trustee to join its board. It currently has a board of seven Trustees – five of whom, currently, are representatives of Royal Warrant-holding companies; and two Scholars (previous recipients of awards). Its Articles of Association (governing document) allows a maximum of 12 Trustees; up to three of whom can be independent (ie neither a Royal Warrant holder nor Scholar). **This appointment is for an independent Trustee.**

About QEST - Background

QEST is a charity of the Royal Warrant Holders Association, formed in 1990 by the Association for its 150th Anniversary, but also to mark the 90th birthday of HM Queen Elizabeth, The Queen Mother. The Charity's Patron is HRH The Prince of Wales, with Vice Patrons the Earl of Snowdon (David Linley) and the Marquess of Salisbury.

The Charity funds the training and education of talented and aspiring craftspeople through traditional college courses, vocational training, apprenticeships or one on one training with a master craftsman; helping to support Britain's cultural heritage and sustain vital skills in traditional and contemporary crafts.

Over the last 30 years, QEST has awarded almost £5 million to 600 individual craftspeople in around 130 skills, from the traditional to the contemporary. (Please see the directory on our website for a flavour of the many and varied craftspeople that we have supported www.qest.org.uk/directory/).

Almost 90% of QEST's alumni are still working in their craft today – many acknowledged leaders in their field; 65% are currently teaching or training – passing on their skills to the next generation.

QEST is able to grant funds to craftspeople through the generous support of its donors – Royal Warrant-holding companies, Trusts and Foundations, Livery Companies, corporates and individuals.

Whilst QEST's core mission is to fund the training and education of talented craftspeople, we provide support to our alumni community through our extensive network, providing opportunities for exhibitions, showcases, collaborations and commissions; as well as business skills training/masterclasses.

The Charity has a small full-time team of five – managed by the CEO – who reports to the Trustees and – on a day-to-day basis – to the Chairman.

Goals over the next three years:

The number of awards/funds QEST has made over the past few years has been steadily increasing: £317 k (29 awards) 2017; £373 k (45 awards) 2018; £413 k (45 awards) 2019. In 2020, this reduced to £325 k (37 awards) due to the uncertainty and impact of Covid-19 on funds/fundraising. The number of applications has also been increasing; in the second round of 2020 there were 271 applications - the largest ever in one round.

Whilst QEST's focus is on supporting excellence, we wish to ensure that QEST continues to take a positive, proactive approach to equality, diversity and inclusivity; valuing difference in all its many forms; regardless of background; geography, race, nationality, age, gender, sexual orientation, religion or disability.

Notwithstanding the impact of Covid-19 and the economic uncertainties in the short to medium term, we want to incrementally increase year on year the number of Scholarships/Apprenticeships that can be awarded, to £500 k + by 2023.

Duties of a Trustee

In addition to the statutory duties – below - Trustees should use any specific skills, knowledge or experience they have to make informed decisions on behalf of the Charity:

- Ensuring that governance standards are robustly applied; complying with its governance document (Articles of Association; and the pursuit of its objects), charity law, other relevant legislation (and with reference to the Charity Commission and Charity Governance Code)
- The approval of and evolution of the Charity's goals and strategy; setting overall policy, defining goals; setting and evaluating performance against agreed targets
- Ensuring the financial stability of the organisation; approval of its financial strategy and annual budget; protecting and managing the property of the charity; and ensuring the proper investment of the Charity's funds.
- Safeguarding the values and reputation of the Charity.

Candidate Profile

- A strong empathy for the mission and goals of QEST
- A demonstrated commitment and experience in managing programmes covering either social impact; education and/or the delivery of impeccable governance standards; and/or
- A strong network, with the ability to connect with potential funders and others to help QEST increase its reach and profile
- Experience working at/with board level
- A willingness (and ability) to devote the necessary time and effort (minimum 3 years)
- Be eligible to act as a charity Trustee (section 72 of the Charities Act 1993)
- Previous experience of being a Trustee is not a requirement

Time Commitment

The Trustee board meets formally three times per annum (currently via Zoom) and generally in February, June and September; with extraordinary meetings as required. In addition, where they can, Trustees attend fundraising and other events/showcases; as well as taking part in the assessment process for the Scholarship and Apprenticeship programmes. This is not mandatory – although welcomed - and the Charity is supported by a panel of craft practitioners and industry specialists.

The approximate time commitment is as follows:

- Trustees' Meetings: 3 X 2 hours + preparation
- Events: optional (there are around 6 per annum, including an Annual Fundraising Dinner)
- Assessment process: up to 4 X 3 hrs (2 rounds of on-line marking/assessment in February and September)
- Scholar Interviews: 2 days per annum (end April and end October)

Other Information

Remuneration: The position is unpaid but pre-agreed expenses (for example, travel) may be claimed in line with the Charity's Expenses Policy.

Location: The Charity is based in London, Victoria although it is not a requirement that Trustees should live in the South of England. The Trustees and team are now well-used to working remotely.

To apply

Send a CV and a short covering letter outlining your reasons for applying for the role as Trustee, your relevant skills and experience to Deborah Pocock, CEO at Deborah.pocock@gest.org.uk.

First interviews with the Chairman and CEO will take place at the beginning of March, followed by a second interview, if appropriate, including the Treasurer.

Closing date

Friday, 19 February 2021, 5 pm