

<b>Organisation</b>	Sulgrave Manor Trust
<b>Type of Vacancy</b>	A Legal Trustee - with property experience
<b>Region</b>	Northamptonshire, Oxfordshire, and Warwickshire
<b>Background &amp; Rationale</b>	<p>Sulgrave Manor Trust was established in 1921 to care for Sulgrave Manor, a Grade I-listed Tudor house, near Banbury. We are an award-winning, accredited museum that has won significant grants from UK and US funders in recent years and draws visitors from across Europe and America.</p> <p>The Trust's responsibilities are:</p> <ol style="list-style-type: none"> <li>1. To preserve Sulgrave Manor, the ancestral home of the family of George Washington, the first President of the United States of America, for the public benefit;</li> <li>2. To provide and support education in subject areas relevant to Sulgrave Manor and its historic role in the history of Anglo-American relations and to the history, literature and institutions of the United States.</li> <li>3. To promote friendship and goodwill between the British and American peoples, and to celebrate Sulgrave Manor's historic and symbolic importance for the relationship between them.</li> </ol> <p>Sulgrave Manor is an accredited Museum, an independent charitable trust and a company limited by guarantee. Sulgrave Manor is a beautiful and symbolically important house, with fine gardens. Sulgrave's Trustees, staff, volunteers, and visitors think it wonderful, and wish its wonders to be better known.</p> <p>Trustees, who are also Company Directors, are responsible for the overall governance and strategic direction of the charity. They have independent control over, and legal responsibility for, the charity's management and administration.</p> <p>The Trust's Annual Reports are available at the Charity Commission website.</p> <p>The Trust has benefited greatly in the course of its history from the generous support of the National Society of the Colonial Dames of America, and from the Friends of Sulgrave Manor in the United States. The most recent examples of that generosity is evident in those two organizations' funding of major restoration works at Sulgrave in 2018-2020.</p> <p>In light of its recurrent need for significant expenditure upon the Manor and its small estate, and to build support for Sulgrave within the UK, the Trust Board has committed to a development campaign with the object of raising £10 million in permanent endowment capital by 2030 to ensure the Manor's long-term security.</p>

<p><b>The Role</b></p>	<p>Sulgrave Manor Trust seeks to recruit a new Legal Trustee to join its Board. Trustees, who are also Company Directors, are responsible for the overall governance and strategic direction of the charity. We seek a solicitor or a barrister with, in particular, a good working knowledge of charity and property law.</p> <p><b><u>A Legal Trustee with experience of charity and property law</u></b></p> <ol style="list-style-type: none"> <li>1. Attend the Board’s four meetings at Sulgrave during the course of a year, and attend the Annual General Meeting (which immediately precedes the summer meeting); and take a lead role on the Board for legal and compliance matters;</li> <li>2. To provide the Board of Trustees and the Trust’s Chief Executive with guidance for legal matters and to liaise with external advisers as necessary and authorized, ensuring that the charity is kept up-to-date and informed of any alterations to its legal obligations;</li> <li>3. Review policies and risks annually with the Chair and other Trustees, giving advice about any legal implications that are thought to arise;</li> <li>4. Where appropriate, to provide legal advice on matters including commercial agreements, property law, and charity law;</li> <li>5. Set, shape and deliver key objectives from the charity’s strategic plans, in collaboration with members of the Board and the Chief Executive.</li> </ol> <p><b>General responsibilities are, with the Board of Trustees, to:</b></p> <ol style="list-style-type: none"> <li>1. Ensure that the Trust formulates a development strategy designed to enable Sulgrave to flourish in perpetuity;</li> <li>2. Ensure that the strategy complies with the Trust’s governing document; with charity law; with company law; and with other relevant legislation or regulations;</li> <li>3. Ensure that the Trust is effectively and efficiently administered, and that principles of good governance as determined by the Charity Commission are followed.</li> <li>4. Attend quarterly daytime meetings at Sulgrave Manor and carry out agreed actions between meetings.</li> </ol> <p><b>How to Apply – By email to <a href="mailto:nigel.bowles@sulgravemanor.org.uk">nigel.bowles@sulgravemanor.org.uk</a></b></p> <p>Please send your current full c.v., including details of two referees who will be contacted only with your consent, together with a supporting statement outlining how and why your skills and experience would be of benefit to the Trust, and your motivation for applying for the role. The Trust will review all applications received and invite shortlisted candidates for interview.</p> <p><i>We are particularly keen to achieve a more diverse Board of Trustees and welcome applications from all sections of the community.</i></p>
<p><b>Closing Date for Applications</b></p>	<p>20<sup>th</sup> September 2019</p>