



**Come and help us!**

**CBA Trustees**

**Vacancies on our Board of Trustees**

Council for  
British Archaeology

## **The CBA and Archaeology - Are you ready for your next challenge?**

**We are looking to fill 3 vacancies on our Board of Trustees including the role of Honorary Treasurer. If you think you have the skills and knowledge to help propel the CBA forwards into its next phase of development, please get in touch.**

The CBA is an educational charity that helps people to experience and participate in archaeology. We provide opportunities for people to take part through our network of local groups, our annual Festival of Archaeology and through the Young Archaeologist's Club for children aged 8-16. We speak up to safeguard the future of archaeology and the historic environment and bring together everyone involved in archaeology.

## Our vision:

To enable anyone to have the skills and opportunity to tell the stories of the people and places that connect us to our world, that help us understand it and to make it a better, more inclusive place.

## Our mission:

To inspire people to explore places and engage with their environment through archaeology, we will help them make new connections with each other and the places in which they live, work, learn and grow.

To help people explore and create heritage that matters to them, championing fresh perspectives in how we recognise and value things and places - everywhere.

To grow the public value of archaeology by connecting commercial, academic and community groups to demonstrate the social impact of archaeology.

## Our values

Our **values** define how we work and approach championing archaeology, widening public participation and making it more relevant and accessible to a wide range of people.

The CBA aspires to be:

### **Inclusive and participatory**

- Archaeology is for all – it is everywhere, anyone can participate, it is open to everyone. Our role is to help people to discover and explore stories, connections and new perspectives using archaeology as a tool.
- Archaeology enables us to bring together diverse communities and create inclusive practice.

### **Curious and enquiring**

- Archaeology is about curiosity and enquiry – it helps shape the questions we ask about ourselves and our environment - the places we live, work, learn from, and visit.
- Archaeology is an activity that helps generate understanding, knowledge, and cultural value. It helps us think about ourselves, our wider world, and the connections in between.

## **Collaborative**

- Archaeology is best done as a cooperative process – as a conversation between people and groups which leads to different, richer, more dynamic and sustainable outcomes.
- There are many ways to participate in archaeology and we seek to work collaboratively with partner organisations of all sizes nationwide to increase the opportunities for everyone to get involved.

## **Creative, communicative, and connective**

- Archaeology is about thinking creatively: recognising, understanding, creating, and enhancing cultural value.
- Archaeology makes an important societal contribution to education, social and economic resilience, health and well-being and keeping people connected.
- Understanding, assessing, and communicating the impact and value of archaeology and participation helps us develop new methods for improving access and increasing benefits to communities caring for their environment.

## **Caring and campaigning**

- Archaeology is central to our understanding of the natural and historic environment and how we can care for it, campaign for it, protect and enhance it.

# Description of the roles

**The CBA Board of Trustees is responsible for overseeing the strategic and financial management of the CBA.**

As a member of the Board of Trustees, you will help shape the organisation's vision and strategy, be responsible for the oversight of the organisation and its finances and to ensure it is fulfilling its obligations as a charity. In addition, we are looking to fill the role of Honorary Treasurer to help support staff in their management of the organisation's finances and financial obligations. We are particularly interested in someone who will bring a strong track record of financial oversight and charity accounting to this role and who can help the rest of the board understand the organisation's finances and make informed decisions. We are also keen to hear from anyone with skills and knowledge around audience development, inclusion and equity and charity fundraising.

# Skills and Knowledge

In April 2021 we developed a new Business Plan *Action for Growth 2021-25*, and undertook a comprehensive review into how we approach issues around inclusion, equality and diversity. This work and a review of existing skills and knowledge of the Board of Trustees has identified several

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areas where we are keen to recruit skills and knowledge to the Board of Trustees:

We are particularly interested to hear from and receive nominations from people who have something to contribute to the following areas:

- Inclusion, equity and audience development.
- Finance, charity funding and fund-raising;

Since 2019, the CBA has been working to improve its financial resilience. We have a clear business plan and have begun implementing the changes which will underpin our new approaches, with a new CRM (Customer Relationship Management) system and website, linked to a new finance system.

The organisation continues to face challenges post Covid-19 and now with the cost of living crisis. However, never has the need for the CBA been stronger since the year of our foundation in 1944. It is imperative that we have the resources necessary to undertake our role to champion Archaeology and Public Participation. Your skills and knowledge can help make that happen.

Membership is an essential income generator for our long-term future. It supplies the CBA with a voice for campaigning, a pool of potential volunteers, as well as the much-needed finances in challenging economic circumstances. The CBA's future resilience is dependent upon it and it will form the focus of activities and effort moving forward. Reaching and working with new audiences will be a key area of our work over the coming years and our new digital infrastructure and website will place the CBA as the key 'hub' through which people and the public can interact with archaeology.

We will look to develop our core values into active campaigning to help support the wider archaeological sector to be more engaging and to place participation and public value at the heart of what they do.

The Board of Trustees is essential in setting the strategic direction of the organisation and helping staff drive forward our vision, mission and values.

<b>Roles:</b>	CBA Hon Treasurer – one positions CBA Trustee – two positions
<b>Responsible For:</b>	Oversight of the strategic vision and finances of the CBA and to ensure it is fulfilling its obligations as a charity.
<b>Supporting</b>	Trustees are members of the CBA Board of Trustees who set the strategic direction for the organisation and oversee its delivery, working with our Executive Director and Executive Management Team.  Trustees, including the Hon Treasurer, can be asked to join various committees such as the Resources Committee to oversee specific aspects of the organisation. All Trustees are asked to commit to ongoing contact with and informal support for staff and volunteers, in addition to their attendance at formal meetings.
<b>Term:</b>	Trustees are appointed for an initial 3-year term and can stand for re-election for a further term. Trustee appointments are made through nomination, and if more nominations are received than there are vacancies, a ballot will be held at the AGM. The Board of Trustees have the power to co-opt anyone to the Board of Trustees if vacancies are not filled via the nomination process.
<b>Remuneration:</b>	These are unpaid voluntary roles. Travel expenses are covered where incurred to perform the function of a Trustee.
<b>Location:</b>	At Present the CBA holds 4 Trustee meeting per year and the Annual AGM. Following the covid pandemic it is likely that 2 meeting and year will be in person meeting (normally in York or London) and 2 will be held virtually online.

## How to apply:

**Please complete the accompanying Nomination Form.**

**Nominations need to be received by midnight on 4<sup>th</sup> November 2021**

If you need help with nominations or would like to arrange a confidential, informal conversation about this opportunity please contact Neil Redfern, Executive Director on 07437 180732 or [neilredfern@archaeologyuk.org](mailto:neilredfern@archaeologyuk.org)

The CBA AGM will be held on Thursday 9th February 2023 at which time nominations will be put forward to the CBA membership.

'Inclusive and participatory' is one of the Council for British Archaeology's five core values and sets out our important aspiration that everyone can participate in archaeology. As a national charity, we have an ability to reach a wide and diverse population of audiences, colleagues and partners through our geography and reach.

We are working hard to understand our organisation better and to foster a culture that recognises and values different backgrounds, approaches, skills, experience, knowledge and expertise. Having greater representation will make us a stronger and better organisation and ultimately will be able to inspire more people to enjoy archaeology. We therefore welcome nominations to the Board for those who bring and champion difference.