



Appointment of Chair of Audit, and Trustee (Archaeology)

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The Amesbury Archer: 20 Years On





About Wessex Archaeology

A trusted market leader in the provision of quality archaeological and heritage services in the UK and internationally.

A charity deeply committed to engaging in innovative and creative routes to make archaeology and heritage accessible for the public benefit.

Wessex Archaeology is amongst the UK's leading providers of archaeological and heritage services, and an educational charity, centred on the belief that investigating, understanding and sharing knowledge of the past is important and brings value to society, the economy, and the environment. It strives to develop and promote the understanding of archaeology and heritage across communities in a profitable, sustainable and equitable way.

Over more than forty years, it has built up an offering of an impressive range of services to meet the needs of its commercial clients and to deliver its charitable purposes, deploying a range of specialist technical, interpretative, advisory and public engagement capabilities and recognised as a leader in innovation and high-quality service provision.

As a registered charity, community engagement is at the heart of what Wessex Archaeology does. It is committed to promoting education in science, the arts, culture and heritage. The knowledge gained through serving its commercial clients is used to enhance the experiences of individuals, communities, and organisations alike.

Wessex Archaeology derives most of its income from the provision of professional heritage services to businesses and government organisations throughout the UK and internationally. In addition to the public benefit delivered directly by these activities, the surplus generated is invested into educational and community engagement initiatives. As a leading provider of archaeology and heritage services, Wessex Archaeology is well placed to influence the professional development of the archaeology sector and to engage in political lobbying on topics relevant to its aims and operations.

Working in partnership with its clients across a variety of sectors, Wessex Archaeology develops made-to-measure solutions to the complex issues that surround the historic environment, at the same time as delivering practical, sustainable solutions to looking after it. Wessex Archaeology's expertise helps its clients achieve successful planning outcomes, engage communities and stakeholders, and enhance the value of national historical assets, whilst providing comprehensive risk management that its clients can depend on.



Governance and finances

Wessex Archaeology operates from a headquarters in Salisbury and from regional offices in Edinburgh, Sheffield, Kent and Bristol. It also has subsidiaries in Germany and Australia and a branch office in The Netherlands.

During the financial year 2021–22, turnover grew by over 6.6% to £22.7M and the charity produced a surplus of £0.9M (4.0%), which allowed the organisation's reserves to grow to £7.1m.

The latest accounts can be [viewed here](#).

The employee headcount is 300+, though reduced from the average of 363 in the year to 31 March 2022 in line with cost-cutting measures adopted in the current calendar year.

The composite board of directors and Trustees is undergoing a routine refresh (delayed by Covid and other factors) and is currently made up of eight, including the Board's Chair, Dr Ian Selby.

The current board of trustees can be [viewed here](#).



The roles

Amidst a Board refresh and current Trustees stepping down, Wessex Archaeology seeks two Trustees to join the Board, one as Chair of the Audit & Risk Committee, and the other as a Trustee with an archaeological focus.

Chair of Audit & Risk Committee

This person will bring a background as a senior finance professional and will chair the Audit and Risk committee.

The ideal candidate will bring all of most of the following attributes:

Knowledge and experience

- Senior level financial leadership as well as a solid understanding of risk management, with board-level and preferably non-executive experience;
- Financial audit experience with the approach to guide fellow trustees through technical accounting and reporting issues;
- An appreciation of the key challenges faced by the archaeology and heritage sector and the ability to bring their experience to bear on these challenges;
- Experience of chairing committee meetings;
- The ability to contribute to the strategic direction of the organisation with multiple stakeholders working towards the vision and mission of the company.

Trustee (Archaeology)

This person will bring up-to-date archaeology experience at a senior level, either from the public, commercial, charity or academic sectors.

The ideal candidate will bring all or most of the following attributes:

Knowledge and experience

- Experience of the archaeological sector at a senior level;
- A deep understanding of the sector's organisations, intelligence networks and key players;
- Experience of contributing to the shape and trajectory of front-line archaeological practice within the wider UK public policy and research contexts;
- The ability to contribute to discussions around the direction of travel of the archaeological sector, and to provide knowledge and insight to contemporary practice;
- The ability to contribute to the strategic direction of the organisation with multiple stakeholders working towards the vision and mission of the company.

Alongside the professional expertise sought as detailed above it is hoped candidates will bring the following general skills and experiences to the role:

- A passion for Wessex Archaeology's work;
- Experience in and understanding of strategic planning and resource management;
- Experience of organisational governance, ideally in a charity context;
- The ability to analyse and review complex issues and weigh up conflicting opinions;
- Financial acumen;
- The ability to act as an ambassador and champion for Wessex Archaeology;
- The highest standards of integrity and honesty, and a commitment to the [Nolan Principles of Public Life](#).



Terms of appointment

- These roles are unremunerated; however, reasonable expenses may be claimed;
- Trustee appointments are made on an initial term of 4 years that may be extended to a second term of 3 years, with Board approval. In exceptional circumstances, trustee terms can be extended a third time for a further 2 years, with Board approval;
- There are 4 board meetings per year, plus 1 all day strategy meeting, which take place in person at the Salisbury office. Occasionally the timing needs of a particular matter (such as approval of a large project bid) require additional Board meetings: these are almost invariably held virtually;
- The Audit & Risk Committee meets 4 times a year;
- Trustees are also encouraged to go on site visits and, if possible, to visit regional offices;
- In total, the approximate total time commitment for each role is as follows:
Chair of Audit & Risk Committee – 16-20 days per year
Trustee – 12-15 days per year

How to apply

Saxton Bampfylde Ltd is acting as an employment agency advisor to Wessex Archaeology on this appointment.

Candidates should apply for this role through our website at www.saxbam.com/appointments using code **EBKGB**.

Click on the 'apply' button and follow the instructions to upload a CV and cover letter, and complete the online equal opportunities monitoring* form.

The closing date for applications is noon on **Friday 17th November 2023**.

** The equal opportunities monitoring online form will not be shared with anyone involved in assessing your application. Please complete as part of the application process.*

GDPR personal data notice

According to GDPR guidelines, we are only able to process your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express consent. You will be asked to complete a consent form when you apply and please do not include any Sensitive Personal Data within your CV (although this can be included in your covering letter if you wish to do so), remembering also not to include contact details for referees without their prior agreement.

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