



Role: Executive Director

Reporting to: Chair and Trustees of Strawberry Hill Trust Board

Location: Twickenham TW1 4ST

Salary: From £60,000 depending on experience

Closing Date for Applications: 16th February 2024

“Strawberry Hill House and Garden is the home of Gothic – inspiring the imagination through timeless stories of art, literature, architecture and landscape for today and future generations.”

Strawberry Hill House & Garden was uniquely created by Horace Walpole in the eighteenth century and, having been extensively restored, reopened in 2010 as the unique, beguiling and renowned Historic House Museum of today. The Board of Trustees is seeking an Executive Director to join the organisation at an exciting time in its continuing development. Working closely with the Board, and a team of inhouse staff and dedicated volunteers, an experienced individual will help shape and execute a long-term strategy to enable Strawberry Hill House and Garden to meet its charitable purposes, managing all aspects of fundraising and ensuring long term financial viability.

In the new Executive Director, the Board seeks candidates with strong strategic business skills, enthusiasm and entrepreneurial insight who can realise the potential of Strawberry Hill House & Garden and secure its sustainability as a heritage visitor destination. They will be good managers of staff and volunteers with the ability to motivate, lead and inspire. They will have a collaborative and open management style demonstrating strong communication skills. They will be responsible for ensuring robust day to day management of the house and gardens, working alongside the Curator to ensure that Strawberry Hill House remains a vibrant centre of excellence, attracting an array of diverse visitors whilst fulfilling its educational mission.

The Trust places the highest importance on diversity, inclusiveness and trust in all aspects of its work. The Trustees and the executive team strive to share their passion for the House and its contents, welcoming the widest possible audience and bringing enthusiasm, creativity and innovation to everything they do, working wherever possible with partners and collaborators who share their values.

Essential experience and attributes:

- Proven leadership skills
- Financially astute and disciplined with a strong track record of commercial success.
- Significant fundraising experience across all channels, and an understanding of the fundraising climate for cultural/heritage organisations
- Results focused
- Experience of working alongside, and negotiating with, external stakeholders
- Excellent communication skills
- Understanding and experience of charity governance, risk management, health & safety and safeguarding best practice.
- An eye for detail and excellence

Desirable experience and attributes:

- An understanding of the museum/heritage world
- IT literate with an awareness of the importance of co-ordinated IT system in data-gathering and operational analysis
- Marketing

Currently operated on a four-day a week basis, with some evening and weekend working, a full Job Description is available on the Jobs page on the Strawberry Hill House website www.strawberryhillhouse.org.uk OR by contacting Lynn Beard on applications@strawberryhillhouse.org.uk

Application Process:

In making an application, you are asked to submit:

- A comprehensive curriculum vitae (3 pages maximum) giving details of relevant achievements in recent posts;
- A (maximum two page) supporting statement that summarises your interest in this post and provides evidence of your ability to match the criteria outlined in this brief;

CLOSING DATE FOR APPLICATIONS: Friday 16th February 2024 (by close of business)

Interviews are scheduled for: Monday 26th February 2024

We would prefer to receive applications electronically and they should be sent to:

applications@strawberryhillhouse.org.uk

We will endeavour to respond to all applications in a timely manner, please bear with us if this takes a little longer than we would like, we thank you for your interest in the Strawberry Hill House Trust.