



# Appointment of Chair

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# Welcome from the Deputy Chair, Rosemary Cook, and Chief Executive, Stuart Eve

Wessex Archaeology is a trusted heritage service provider and a charity, deeply committed to opening up our rich heritage to as wide an audience as possible.

In recent years, we have expanded and diversified our established operations in the UK to work alongside local experts across the globe.

We believe that investigating, understanding and sharing knowledge of the past brings value to society and strive to develop and promote the understanding of archaeology and heritage in a profitable, sustainable and equitable way.

With a legacy of over 40 years of working in the heritage sector, we have so many wonderful stories to share about our work. Recent highlights include the excavation of Sheffield Castle - the birthplace of the city - for the Castlegate Regeneration Project, and Ripple Effect, a heritage inclusion and wellbeing project working with the Environment Agency to explore personal connections with archaeology, ecology and place.

At Wessex Archaeology we blend excellence in the delivery of our commercial work with our charitable purposes. We are passionate about fostering positive change that drives the sector forward, such as adopting new ways to disseminate archaeological narratives and initiatives to improve staff wellbeing.

For us, our people are the heart of our organisation and we place great value in nurturing a collaborative, supportive and inclusive culture and creating opportunities for personal and professional development.

Distinctively from some of our commercial competitors, as a charity our profits go back directly into the organisation and delivery of our charitable purposes.

The advertisement for this position comes at an exciting time in Wessex Archaeology's history. As well as expanding our international presence we are leading a number of important projects in the UK that will widen our archaeological expertise and support development across our sector. We recently appointed a new Chief Executive, who brings with him deep experience of the sector and a passion for public engagement and innovation.



Our current Chair, Dr Ian Selby, steps down after 13 years on the Board and five as our Chair. Ian has made an outstanding contribution and, as we look to our next chapter, we seek a new Chair to lead our refreshed Board, complement the skills and experience of our Chief Executive, and work alongside the Trustees and Executive Team to guide a new phase in the charity's development.

The new Chair needs to have an eye to the future, supporting the Organisation in capitalising on the latest digital and technological advances, and navigating the challenges facing our sector and the world at large. They must share our dedication to sustainability and Equality, Diversity and Inclusion, and be eager to champion these throughout our organisation and beyond.

Wessex Archaeology is a collaborative and dynamic heritage organisation, bringing together leading minds and practitioners from across the sector to deliver sustainable solutions to manage the historic environment above ground, below ground and underwater. The role of Chair is not only pivotal to the future of our organisation but is a chance to effect real change and advocacy in the heritage sector.

We look forward to meeting you.

Rosemary & Stuart



# 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 a registered educational charity, dedicated to the advancement of the arts, culture, heritage and science. A bit about us:

- UK offices in Salisbury, Bristol, Sheffield, Meopham and Edinburgh
- Subsidiaries based in Europe and Australia
- 300 expert staff working in the UK and internationally.
- Expertise in:
  - o Archaeological fieldwork and historic building recording
  - o Marine archaeology
  - o Geophysics, geomatics, aerial and lidar survey
  - o Heritage consultancy and assessment
  - o Geoarchaeology and deposit modelling
  - o Environmental archaeology
  - o Archaeological research and finds analysis
  - o Heritage inclusion and community engagement
  - o Heritage interpretation and multimedia content
- Recognised for Quality excellence, achieving ISO 9001 and ISO 45001
- Net Zero target of 2030, actively placing sustainability at the heart of our strategy







# 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 2022/23 it generated a consolidated annual income of £22.8 million. The charity has reserves of £5.4million. The employee headcount is around 299 staff.

The Board of Trustees comprises of eight, including the Chair.

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



# The role

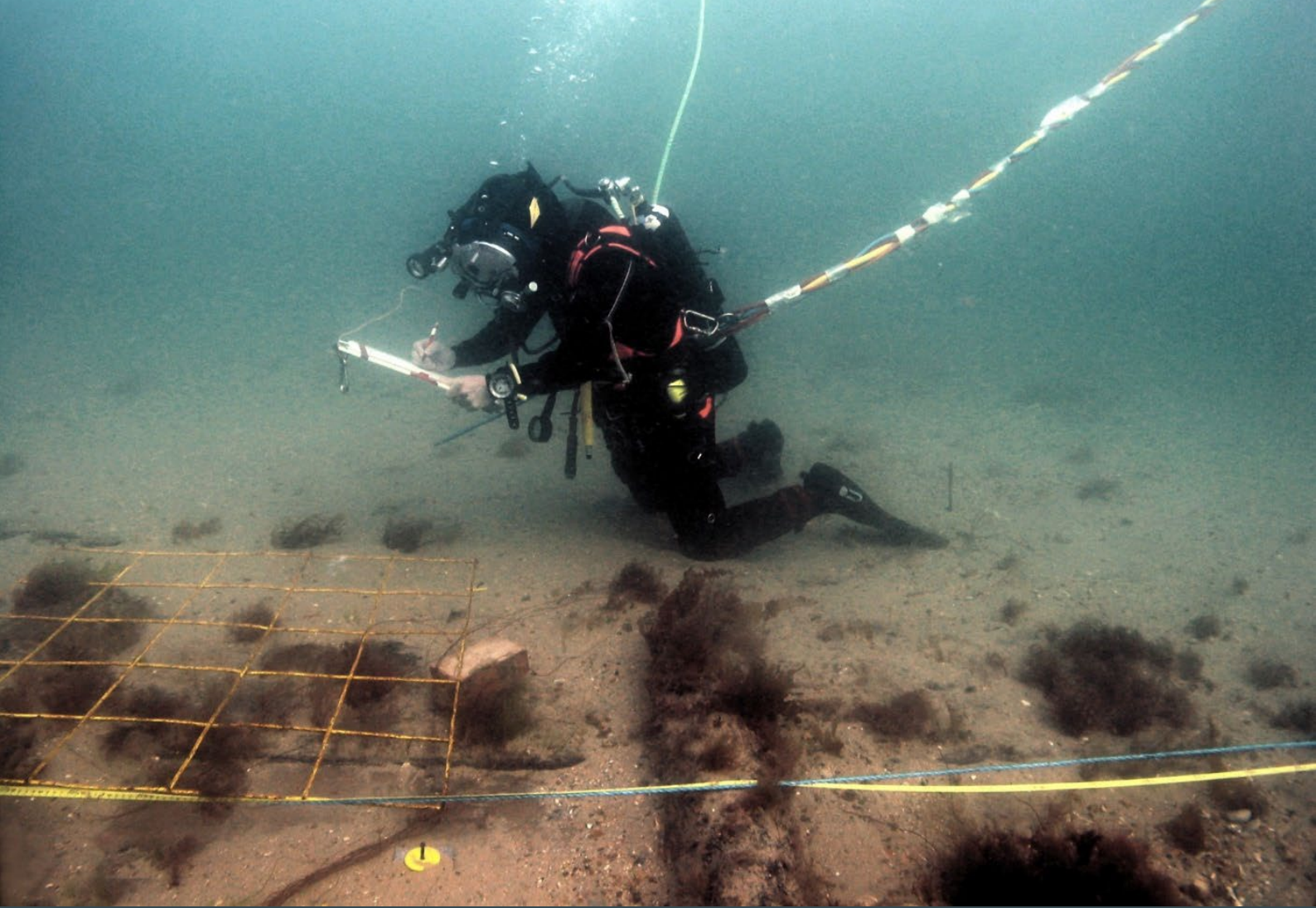
Wessex Archaeology is one of the UK's leading providers of archaeology services and is a well-respected charity, deeply committed at all levels of the organisation to the advancement of education, the arts, culture, heritage and science. Wessex has recently adopted a strategy of diversification and expansion, in the UK and internationally, and is now seeking a new Chair who will both nourish the existing business and charitable delivery and confidently lead the organisation in its new directions.

The Chair plays a pivotal role in the organisation, key aspects of which include: leading the Board of Trustees /Directors (the Board), creating the conditions for its optimal effectiveness in helping to set the organisation's strategy, and ensuring that the organisation is well governed; acting as the spokesperson for the organisation when required, and providing appropriate direction and support to the organisation's Chief Executive on behalf of the Board.

## Key responsibilities

- Provide strategic leadership for the collaborative development of the charity's mission, vision, values and strategic plans;
- Ensure the effective governance of the Board in fulfilling its legal and governance obligations, including reviewing trustee performance;
- Promote the organisation externally, acting as spokesperson if and when required;
- Ensure the Board's agenda is primarily focussed on delivery of the charitable purposes and, within this, on strategy, performance, value creation, culture, stakeholders (including staff) and accountability;
- Develop and maintain a productive working relationship with the Chief Executive that is built on trust, being critical if needed but always supportive, giving advice and guidance while understanding executive responsibility;
- Ensure the Board clearly understands the organisation's charitable purposes, discussing and agreeing the effective delivery of those purposes and the core values of the organisation;
- Ensure the effectiveness of the Board as an oversight body and build relations with and between the Trustees, helping them to identify and address development needs; and
- Manage potential conflicts of interest to ensure probity is maintained and there is appropriate transparency.





# Person specification

Candidates would ideally bring most or all of the following:

- Prior experience of chairing a board of directors and/or trustees;
- Excellent people skills and a warm and welcoming personality;
- Business acumen and an understanding of the financial and commercial dynamics of a professional services provider in the UK construction sector;
- A commitment to the delivery of public benefit in the heritage sector, with an understanding of UK charity law;
- An understanding of the need for strategic diversification in response to the challenges of digital media, artificial intelligence and other disruptive technologies (i.e. innovations that significantly alter the way consumers, sectors or businesses operate);
- A commitment to achieving Wessex's sustainability goals, and preferably some experience of working in the sustainable development sector;
- Knowledge of effective lobbying and influencing strategies;
- Experience as a non-executive director or as a charity trustee;
- Experience in a senior role within a medium to large organisation;
- Experience of chairing meetings and committee work;
- Experience of working with company/organisation budgets and interpreting financial statements and data;
- An interest in archaeology, heritage, history or culture;
- Board level experience of organisational governance; and
- A strategic outlook and agile approach to changing situations and problem solving.





# Terms of appointment

The Board meets at least 6 times a year, with one of those meetings being an all-day strategy meeting. In addition, there are a number of Board Committees some or all of whose meetings the Chair may need or wish to attend.

The management style of the organisation is open and collaborative. This means that the Chair will be expected to be involved in fairly frequent dialogues (verbal or virtual) with the Chief Executive and possibly other members of the Executive Management Team and with other Board members. On average the time commitment for the role expected to be 2-3 days a month.

It is important that the Chair is visible to staff and so that s/he is willing to travel to the organisation's regional offices, as well as spending time at its head office.

## 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](http://www.saxbam.com/appointments) using code **EBKGA**.

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 26<sup>th</sup> April 2024**.

*\* 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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