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## **Member of the RIBA Board of Trustees– Further Information**

We are currently seeking a non-architect trustee to join the RIBA's new Board of Trustees in Spring 2010.

### **About the RIBA**

The Royal Institute of British Architects exists to advance architecture for the benefit of society and to promote excellence in the profession.

It does this via a public outreach programme – in the media and through awards and events around the UK – and by advice to government and industry bodies with a major influence on the built environment. Drawing upon internal and external expertise, it addresses issues from planning to climate change to procurement.

For its 40,000-strong membership in the UK and overseas, the RIBA provides support through professional education and development, specialist information and advice, and marketing and commercial services. It also provides independent advisory services to clients. Overseas the RIBA validates architecture courses in universities in many countries.

### **Resources**

The RIBA's prime resources are:

- The talents and voluntary efforts of its members
- A highly committed staff based in London, Newcastle and a regional network
- A growing range of public and private-sector partnerships
- A world-class library and special collections of architectural drawings, photographs and papers.
- Information centre and the leading website [architecture.com](http://architecture.com)

We employ about 450 staff in the RIBA Group and have a turnover of c£36m pa.

### **Governance**

The RIBA is a registered charity. Ultimate authority is vested in an elected Council of c60 chartered members. The Council determines major issues of policy and appoints the members of the boards. It recently voted to delegate fiduciary responsibilities and direction of the RIBA's business to a new Board of Trustees. This new Board will also assume the co-ordination role across the Group of subsidiary companies which handle each of the main areas of the RIBA's activities.

A network of specialist committees and task groups provides guidance to the boards. Like the boards, these involve both members and non-members who give their time and expertise to the work of the RIBA.

## **Composition of RIBA Board of Trustees**

The Board will consist of thirteen trustees chaired by the President (currently Ruth Reed). The trustees will include elected Honorary Officers, other RIBA Council members, RIBA members and two external non-executives. It will be advised by the CEO and senior executives.

## **Vacancy for member of the RIBA Board of Trustees**

We are currently seeking a non-architect with a strong interest in the work of the RIBA who will bring additional skills and expertise to the board. Ideally candidates should have experience of change management, strategic planning and performance monitoring. Experience of a membership or subscription organisation, and of the transformation of a not-for-profit body, is particularly sought. Candidates should also be able to demonstrate experience of board membership and be willing to assume the responsibilities of a trustee.

All appointments are made on the basis of equal opportunities and will be for a period of up to three years, with the possibility of serving a second such term. A balance of age and gender will be very welcome, as will applications from under-represented groups, including members of ethnic minorities and disabled people, with appropriate skills and attributes.

## **Role of Board Members**

In addition to the normal responsibilities of a trustee, board members support the RIBA in effective relations with the public, government and industry, and key partners. They represent the RIBA in appropriate fora, take part in major events such as national awards ceremonies and are encouraged to contribute to specific areas of activity in accordance with the time they are able to give.

Meetings of the Board of Trustees will take place approximately six times a year, at our Portland Place headquarters in London, normally from 10.30 – 14.00, and include a working lunch.

There is no remuneration for the role but appropriate expenses are paid.

## **How to apply**

If you are interested in joining the RIBA Board of Trustees, please write enclosing a full CV and a letter outlining how you would like to help further its work. The deadline for receipt of applications is 11 February 2010. Letters should be addressed to Sally Welbourn,

Board Secretary at the RIBA, 66 Portland Place, London W1B 1AD, or emailed to [sally.welbourn@inst.riba.org](mailto:sally.welbourn@inst.riba.org). All enquiries will be treated in confidence.

### **Selection Procedure**

Following receipt of applications a shortlist will be compiled. During the third week of February 2010 we aim to contact short-listed candidates, inviting them to an informal meeting to learn more about the RIBA and the work of the Board. This will include a discussion with two or three senior members of the Board, after which the candidate will be asked to confirm his/her interest in selection.

Final recommendations for appointment will be submitted to the March 2010 meeting of the RIBA Council by the Nominations Committee. Candidates will be informed as soon as the Council has made its decision (i.e. after 25 March 2010).

Further enquiries should be directed to:

**Sally Welbourn**  
**Council & Board Secretary**  
**RIBA, 66 Portland Place, London W1B 1AD**

Tel: 020 7307 3667

E-mail: [sally.welbourn@inst.riba.org](mailto:sally.welbourn@inst.riba.org)