



ESKDALE MILL & HERITAGE TRUST

Advisers' role description

Mission :

- the preservation and development, for the public benefit, of the 16th century Eskdale Water Corn Mill at Boot, being of particular historical and architectural interest
- to advance the education of the public in the history, heritage, geography and geology of Eskdale, so as to increase their understanding of the built and natural environment
- to achieve financial sustainability.

The advisers' main responsibilities are :

- to advise the trustees generally, and/or on the basis of their specialist knowledge of some area of EMHT's activities, or connection with other organisations
- to assist and support the trustees in leading and determining the overall direction of the organisation

The advisers have no legal or constitutional responsibilities, but provide a pool of resource to assist in the governance of EMHT. They have a standing invitation to attend trustees' meetings (unless the trustees decide otherwise), but are free to decide whether to attend or not.

The duties of advisers are :

- to advise and assist the trustees in giving firm strategic direction to the organisation, setting overall policy, defining goals, setting targets and evaluating performance against agreed targets
- at each adviser's discretion, to attend and participate as observers in trustees' meetings (but not to vote), particularly when matters within their areas of specialist knowledge are to be discussed
- to join and actively to participate in, or carry out, one or more of the operational sub-groups, working groups or individual roles established by the organisation from time to time
- to safeguard the good name, values and mission of EMHT
- to assist the trustees in ensuring the effective and efficient administration and financial stability of EMHT, the protection and management of its property, ensuring the proper investment of its funds, and the regular review of risk

- to liaise between EMHT and any other organisation, group or section of the community with which the adviser may have a particular connection
- to assist the trustees in working with volunteers, and the appointment and support of the proposed mill manager, and monitoring his/ her performance.

Advisers' skill sets

In addition to the duties listed above, each adviser should use any specific knowledge he or she may have to help the board of trustees to reach sound decisions. This may involve scrutinising board papers, contributing to discussions, focusing on key issues, and providing advice and guidance requested by the board on new initiatives or other issues relevant to the area of EMHT's work in which the adviser has special expertise, or to other organisations with which the adviser is connected.

It is hoped that advisers will wish to demonstrate commitment to EMHT by maintaining paid-up membership.

EMHT adviser - person specification

Advisers must have :

- a commitment to EMHT
- an understanding of the legal duties and responsibilities carried by the trustees
- a willingness to devote the necessary time and effort to their duties as an adviser
- good, independent judgment
- an ability to think creatively
- the courage and willingness to speak their mind
- ability to work effectively as a member of a team.