

Trustee Recruitment Pack



Gardeners' House
Celebrating our landscape and stories



Introduction



Visit
our website
[gardenershouse.org](https://www.gardenershouse.org)

We are seeking Trustees to help bring new thinking, views and experience into the organisation to support the exciting transformation of the former stable block and gardener's house in Morrab Gardens.

The Gardeners' House is now dedicated to celebrating the unique stories of West Cornwall, creating a welcoming space for our community to connect with us and the spaces around us.

We are here for the people of West Cornwall, bringing together the threads of the past, present and future of our part of Cornwall. We're looking for the right people to help lead us into our next stage, becoming a part of the community around us.

We are particularly interested in receiving applications from people with the following skills and experience:

- Commercial experience, particularly in the local retail or hospitality sectors
- Successful advocacy, networking and public relations experience preferably within a local community context
- Experience with local business organisations / community groups
- Digital skills with an interest in website management and increasing the digital capabilities and outreach
- Data management, including compliance with GDPR and digital rights
- Financial management skills, including continuous development of a robust business plan
- Awareness and understanding of the scope for creating online content across a range of channels
- Legal, HR and accounting expertise, particularly related to the creative or charity sectors

You do not necessarily need to be a practitioner in these professions but an understanding of implications and best practice would be essential.

What does being a trustee involve?



Trustees of the Gardeners' House will have a shared responsibility for the development of the organisation and then governing effectively.

Being a Trustee is about helping to make sure that the charity is managed and run responsibly, in line with the charity's objectives and for the benefit of residents of West Cornwall. These are hugely valued positions, and trustees will play a crucial part in the success and development of the Gardeners' House.

In line with the Charity Code of Governance, the trustee role is primarily focused on strategy, oversight and supportive challenge, providing strong leadership for the organisation and being positive ambassadors to drive its future direction. There is a team of paid officers who manage the day-to-day operations and who report via the Director to the Board of Trustees.

The Charity Commission document, '[The Essential Trustee](#)', sets out the key duties of Trustees in more detail.

The trustees of the new organisation will receive plenty of support as the Gardeners' House takes shape and during the early years. The consultant team who've worked on the plans will continue to provide support and there are funds to assist with board development, such as training workshops and visits to similar organisations. All trustees will be required to sign a Code of Conduct. This role is not remunerated, but reasonable expenses will be paid.



Miki Ashton, Director of the Gardeners' House

What are we looking for?

We are looking for people who can commit the time to support us at a key point in our development and who have the energy and enthusiasm to help us grasp opportunities, connect us with new partners and help shape new futures. We need strategic thinkers — able to see the 'big picture', but equally happy to drill down into the detail when it's needed.

We need people who will work well as part of our team; people who communicate effectively, listen well, will respect others' input, and who are able to compromise and get behind a joint decision. We are committed to seeking broad perspectives on our board, and would encourage applications from people of different ages and backgrounds.

We have a dedicated Board of Trustees, some of whom have been with the Gardeners' House since its inception however we are also considering succession planning, especially for the roles of Chair and Treasurer.

Celebrating our landscape and stories

Learn more about what we do



Celebrating our landscape

Donated by Melissa Hardie-Budden — founder of The Hypatia Trust — we have an archive of books and artefacts, giving us access to rich stories and pictures from the past 200 years.

We will be continuing to grow our archive, collecting a snapshot of what life and landscape are like in West Cornwall right now and capturing the sense of belonging. This will be a living archive, a collection for the future.



Celebrating our people

People are the beating heart of a community and our doors are open to everyone. We want the people of West Cornwall to walk through them and discover everything that the Gardeners' House has to offer.

Our team works closely with local schools, organisations who care for older people, community groups and youth groups, providing opportunities to learn, explore and get involved.

We offer volunteering roles and we will also be fundraising for new community projects.



Working with The community

We run a programme of workshops and activities — all based around themes of heritage, nature and wellbeing.

We work with all ages and nurseries, schools colleges — as well as youth and community groups — can get involved with our activities. We also partner with groups and organisations who support older people living with dementia, and adults living with mental health difficulties.

The Gardeners' House also develops projects bringing different generations together — including collaborations between schools and colleges, care homes, community festivals and memory collecting events.

Celebrating local stories

A place is not just about its landscape — it's about the people and the stories we have to tell.

The Gardeners' House is a place to celebrate the West Cornwall community, and this is a thread that runs through our programme of events and workshops.



Supporting our environment

We provide connection for Penzance's network of green environmental groups, and are a base for Sustainable Penzance's hub.

Our activities will help support their target themes of climate action, and the Sustainable Penzance team will deliver a series of workshops and events at the Gardeners' House.

Sustainable Penzance are committed to bringing together our community to protect the environment and create a more sustainable way of living, working and doing business — something that aligns perfectly with our mission too.





How To apply



This is currently an open recruitment process, so we invite you to get in touch if this is a role you would like to discuss further.

Prospective candidates may be invited for an interview.

If you would like an informal discussion, the Chair of the Board of Trustees and/or the Director of the Gardeners' House are happy to talk to you. We can also arrange for you to come and visit us in Morrab Gardens.

Please email us on info@thegardenershouse.org to request this.

Please email us on info@thegardenershouse.org to request this. To apply, you should submit a supporting statement (no more than 2 sides of A4) setting out:

- Why you would like to be a trustee
- What you will bring to the role, particularly given the context and our requirements set out above, with supporting CV if available
- What you would hope to get from the role
- Contact details for two referees to support your application

Your application should be emailed to: info@thegardenershouse.org

Prospective candidates may be invited for an interview.



Images: Gavan Goulder / Penzance Town Council / Jill Barnard

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