



ASDC Trustee Recruitment

The Association for Science and Discovery Centres (ASDC) is looking for two individuals to join our vibrant and friendly Board of Trustees.

Our trustees play a vital role in our charity, working together to guide and challenge the strategic direction of our organisation, supporting it, and our members, to grow and thrive.

What we are looking for

ASDC is a values-based charity. We are seeking individuals whose personal values align with those of ASDC, who are willing to bring energy and commitment to the role, and who will bring diverse perspectives to the strategic leadership and scrutiny of the charity. We are interested to hear from individuals who think creatively and strategically, and who are willing to participate actively in discussion.

We have identified four areas of expertise that will balance with the current Board of Trustees and are keen to welcome applications from individuals with experience in:

- CEO/strategic leadership within a science discovery centre or museum
- Leadership across formal education settings or teaching
- Finance and accountancy skills
- Working with government and/or policy making

Please note, you do not need previous trustee and governance experience. However, if you have no prior experience, please take some time to understand the responsibilities and liabilities you need to accept when acting as the trustee of a small charity.

About ASDC

The Association for Science and Discovery Centres (ASDC) is the national charity that brings together the UK's major science engagement organisations to play a strategic role in the UK's engagement with science. Within our network are 60 of the nation's publicly accessible science centres, discovery centres, science museums, research centres and scientific bodies.

Every year our members work to encourage more diverse participation in science, engaging with over 25 million people of all ages, genders, backgrounds and abilities.

Our vision is of a society where science is accessible, inclusive and valued by all as a fundamental part of everyday life.

Our mission is to champion our members, embracing diversity and bringing them together to achieve collective impact and reach through *connection, advocacy* and *insight*.

- **Connection:** we enable our members to leverage the power of the network to access partners, people and opportunities to thrive
- **Advocacy:** We give our members a greater collective voice, representing their needs and strengthening their impact



- **Insight:** We share knowledge, ideas and perspectives to support our members to innovate, develop and think ahead for the future of our sector.

Our core values are at the heart of our charity. They define who we are, how we work, what we believe in and stand for:

- Inclusion
- Connection
- Collaboration
- Evidence-based
- Sustainability

Please find more information on the ASDC [website](#)

ASDC structure

ASDC is a national charity, currently with six employees. The Chief Executive of ASDC is Shaaron Leverment, who is accountable to the Board of Trustees for the efficient management of the charity and for the development and implementation of appropriate plans for delivery of our strategic goals.

ASDC receives membership fees from a growing number of science and discovery centres, museums, national partners and associate members. Our membership is diverse including research centres, eco-attractions, multi-site museums and outreach-only centres. Beyond these core funds, ASDC is predominantly funded through individual project grants, delivering national STEM programmes across the UK that leverage the national infrastructure and expertise of this unique network.

ASDC is governed by a Board of Trustees which must comprise of between 8 and 16 directors. The current Board number is 16. The current chair of trustees is Dr Stephen Breslin, Chief Executive of Glasgow Science Centre. All ASDC trustees ultimately are responsible in law for the charity, its assets and ensuring its activities further its charitable objectives.

Key roles and responsibilities for ASDC trustees

- Work with fellow trustees for the strategic oversight of ASDC, providing support and advice on ASDC's current purpose and future direction.
- Understand and monitor activities to ensure ASDC delivers to the vision, mission, values and strategic goals.
- Act as an enabler, representative and ambassador for ASDC, applying your skills, expertise, knowledge and contacts for the promotion of ASDC aims, objectives and reputation.
- Oversee financial plans and budgets to support ASDC's financial sustainability.
- Ensure that the organisation fulfils its legal obligations.
- Keep up to date with changes in policy and operating environment, ensuring key risks are suitably identified, monitored and controlled.
- Review and approve new memberships for ASDC, alongside other documentation as required to fulfil fiduciary and regulatory responsibilities.



- Ensure the administration of ASDC is effective and efficient, working with fellow trustees to provide support, guidance and challenge to the ASDC Chief Executive.
- Develop strategic partnerships and relationships with aligned and relevant individuals, organisations and networks to maximise the collaborative power and amplify impact of ASDC and its members.
- Attend ASDC Board meetings with willing and preparation to actively participate in discussions.
- Maintain integrity, independent judgment and professionalism, acting in good faith with commitment to act in the best interests of the charity.

We maintain utmost respect for the limited capacity of our voluntary Board of Trustees. However, there are times when trustees are more actively involved for ad hoc support between ASDC Board meetings:

- ASDC may occasionally hold in-depth additional strategy or trustee training days.
- Trustee working groups focus on specific aspects of ASDC work (e.g. conference, finance, etc). Participation in working groups is voluntary but involves additional meetings or email discussions at key times of year.
- Occasionally trustees are asked if they are willing to attend or present at a stakeholder or partner meeting on behalf of ASDC.
- Occasionally trustees may be required to participate ad-hoc in the scrutiny of key papers, policies or urgent issues for the executive.

Terms of appointment

- ASDC trustees are appointed for a three-year term of office, renewal for a further three years is welcomed, with a maximum term of nine years.
- This is a voluntary position, but reasonable expenses for travel and accommodation can be claimed from ASDC.
- ASDC Board meetings take place three times a year (towards the end of January, April and October, with finance papers updated and circulated electronically in July). Board meetings may be held in-person, online or in hybrid form lasting around 2 hours. In-person meetings are usually hosted by different member institutions.
- Every year ASDC holds an Annual General Meeting (AGM) in September. This year it will be held online. In 2025, we anticipate it being in-person as part of the ASDC national conference. It is expected that ASDC trustees will attend the AGM.

How to apply

Applications can be made via the [online form](#).