



## Cromwell Museum Trust Board Recruitment Pack



[www.cromwellmuseum.org](http://www.cromwellmuseum.org)

# Table of Contents

Hello!	3
About Us	4
Why Cromwell?	5
Our Mission	6
Our Strategic Objectives	6
What does it mean to be a Trustee?	7
• What you will gain	
• What we will provide	
• The skills we are looking for	
• Term of Office	8
• Time Commitment	8
• Remuneration	8
Equal Opportunities and Accessibility	8
Application and Selection Process	9
Enquiries	9

# Hello!

Welcome and thank you for your interest in the Cromwell Museum Trust! This information pack explains the background, role and responsibilities for prospective Trustees. I hope it will inspire you as you consider this opportunity to join our Board of Trustees.

Here at the Cromwell Museum, we recognise the value of a diverse, talented and committed Board who can drive forward our ambition to create an internationally recognised resource for the enjoyment and understanding of the life, times and legacy of Oliver Cromwell.

We are looking for new Trustees to join our Board between the ages of 18-30. We believe that including younger Trustees on our board will help us to future proof decision making, bring new, innovative ideas, and reflect the community we serve.

We are seeking individuals who are enthusiastic, ambitious and who can help us deliver our mission. It is an exciting time to join our Board as we are working towards several major projects over the coming years, principally the expansion of the Museum to additional premises.

If you have a passion for the work that we do and have the skills and experience to help us realise our ambitions we would very much welcome your application.

Thank you for your interest,

**Charles Nixon,**  
**Chair,**  
**The Cromwell Museum Trust**



## About Us

The Cromwell Museum was first established in 1962. In 2016, the Cromwell Museum Trust was created to take over the management of the museum. The museum underwent a major refurbishment in 2019, modernising it to allow for more of our collection to be on display. Since reopening in March 2020, we have seen an increasing yearly footfall and thanks to a significant grant from the Cambridgeshire and Peterborough Combined Authority, we are now poised to expand into a newly acquired building and become a major attraction for Huntingdon. With a planned reopening date of 2030, this expansion will allow the museum to display more of our collection and expand our facilities. Read more about our expansion plans here: <https://www.cromwellmuseum.org/about-us/cromwell-museum-expansion-project>.

As we embark on this period of change and development, we need a greater diversity of perspectives on our Board to help us make better, more balanced and informed decisions. In this context, we are currently recruiting two new Trustees between the ages of 18-30 to join the Board of the museum and work with us on the upcoming project and overall strategic direction of the museum. This is an extremely important period for the museum and our Trustees will help to cement the museum as a positive and vital part of the local community and local economy.



The Trust currently has a Board of eight members drawn from a number of sectors: heritage and museums, business, education and politics. We have two full-time members of staff, our Curator and Learning and Communities Officer, two part-time members of staff, a Visitor Assistant and a Communications Officer, and over 40 volunteers from the local community who contribute their time to open the museum, host events and facilitate educational visits.

The Trust is privileged to have as its patron The RT Hon Sir John Major KG CH, former Prime Minister and Member of Parliament for Huntingdon. The Trust also works with a range of key stakeholders such as the Town Council, and the Cromwell Association.

The Trust also is developing strong partnerships regionally and nationally to share expertise, promote Cromwell and develop opportunities for engagement through exhibitions, tourism, and exhibit loans.

In 2024/25 we attracted over 15,000 visitors (the highest in over 30 years). Of these, 49% were from Cambridgeshire, 37% UK-wide and 14% international. Over 500 students engaged with us over the same period. Using national research, we have ascertained the Museum generated £480,000 for the local economy last year.



## Why Cromwell?

Oliver Cromwell is an iconic figure in British history, known throughout the world. Born in Huntingdon in 1599, he went to school in the building which now houses the Cromwell Museum and represented the town in the Parliament of 1629. As a result of the British Civil Wars of the mid-17<sup>th</sup> century he became a soldier and statesman of lasting fame and influence. He was instrumental in the trial and execution of King Charles I, and he is the first commoner to have been the head of state in England.

Cromwell played a major role in the development of parliamentary democracy in this country, created the British army and enhanced the navy, and established religious freedoms which would not be equaled for over two hundred years. By his death in 1658 England had been re-established as a major European power. Aspects of his career are very controversial, such as his campaign in Ireland and his alleged iconoclasm in churches, whilst much



about his character is shrouded in popular mythology; to many he is seen as a black-clad killjoy with warts who banned Christmas.

His story remains very relevant to today, including his personal struggles with his mental health, his role in the beginning of the British empire, and his role in the centuries long process of colonisation in Ireland. The debates raised by this remarkable man and his contemporaries about the nature of freedom, faith and democracy during the Civil Wars and Protectorate are issues that we continue to wrestle with in the 21st century.



# Our Mission

*To engage as many people as possible with the story and significance of the 17th century soldier and statesman Oliver Cromwell.*

## Our Strategic Objectives

We will deliver:

- **An unrivalled Cromwell collection and archive:** we have the best collection in the world relating to Cromwell, which we wish to expand, care for, and make accessible to all.
- **Bringing Cromwell's Story to life:** sharing the story of this remarkable character and the tumultuous times in which he lived 'warts and all'.
- **Supporting our Community:** attracting more visitors to Huntingdon and Cambridgeshire, benefitting the local economy and engaging with local communities.
- **An environment for learning:** being a learning resource for all ages and reasons – from formal education in schools and universities and academic research, to informal learning with tour groups, clubs, societies, and individuals.
- **A sustainable future:** both in terms of the impact upon the environment with all our activities, and ensuring that the museum is financially sustainable to allow future generations to enjoy it.



# What does it mean to be a Trustee?

Our Board of Trustees is responsible for decision making, overseeing the Museum's activities and setting the strategic direction of the Museum. The Board's main responsibilities include deciding on and advising on the mission and overall direction of the Museum, ensuring the effective and efficient use of resources, and setting an effective framework for risk management, control, and governance. The Board should support the Director whenever necessary and act as trusted confidants, a sounding board, and advisors.

Board members must be committed to advising on the strategic direction of the museum and be able to contribute their own ideas, skills, and expertise.

Read more about what it means to be a trustee here: <https://www.gettingonboard.org/free-resources-for-aspiring-trustees>.

## What you will gain:

The opportunity to work with an enthusiastic, experienced and committed team from a variety of professional backgrounds. You will gain charity sector experience, networking skills and knowledge and experience in the museums and heritage sector. You will also gain transferable skills including strategic planning, risk management, charity operations, fundraising and project planning.

## What we will provide:

- A warm welcome!
- All necessary training, including an induction.
- A dedicated mentor from the Board of Trustees

We are proud to have partnered with Kids in Museums, a charity which champions change in museums to make them more welcoming places for young people and families. They will support you with a network of other young Trustees from museums across the country.

All of our Trustees are fully insured.

## The skills we are looking for:

We are keen to hear from individuals who can:

- Attend regular Board meetings and be active participants.
- Show an interest and passion for the history of Oliver Cromwell and the seventeenth century.
- Show an interest and commitment to learning more about the cultural sector.
- Commitment to and understanding of the Museum's values.
- Act as external ambassadors for the museum.
- Be enthusiastic, willing to learn and committed.
- Be able to demonstrate attention to detail and able to read and digest complex information.
- Be able to communicate clearly and engage with a range of people.

## Term of Office

Trustees may serve up to three terms of three years each.

## Time Commitment

New trustees will undergo a day-long induction process as part of their appointment to the Board which will take place in Huntingdon. Prior to official appointment, new Trustees will be invited to attend a Board meeting as an observer. You will also be required to attend a 90 minute safeguarding training session within 6 months of joining the Board.

Our Board meets in person for three hours every eight weeks at Huntingdon Town Hall. Meetings usually take place at 9:30am on Fridays. If you are unable to attend in person, you can join via Zoom. Board papers are sent out a week before the meeting so you should expect to allow 2-3 hours to read through these and prepare for the meeting. Your mentor will be available to discuss the agenda and minutes.

Outside of Board meetings, you can join committees and project groups to support the work at the Museum which may require attendance at additional meetings. You will also be invited to attend and support events at the Cromwell Museum representing the Board of Trustees, which are great opportunities to build your network.

You are also more than welcome to volunteer your time at the Museum in other ways, from greeting visitors in the Museum to helping with public events and school visits, which will provide opportunities to build your knowledge and skills.

## Remuneration

This is a voluntary unpaid appointment. Reasonable out of pocket travel expenses to attend board meetings and other duties as a trustee will be reimbursed.

## Equal Opportunities and Accessibility

We are keen to promote strong principles of equality and diversity and welcome applications from people of all backgrounds. We are committed to creating an accessible and inclusive environment. Our Board meetings take place in a fully accessible building, and can provide board papers and minutes in alternative formats as well as making any other reasonable adjustments.



## Application and Selection Process

Please submit a CV and short supporting statement or video presentation outlining why you're interested in the role and how you feel you can contribute.

An open day for interested applicants will be held on 2 October 2025, from 4pm – 6pm, at the Cromwell Museum, Grammar School Walk, Huntingdon, PE29 3LF. If you'd like to attend, please email [museum@cromwellmuseum.com](mailto:museum@cromwellmuseum.com).

Applications should be sent to [museum@cromwellmuseum.com](mailto:museum@cromwellmuseum.com) no later than 31 October 2025.

A large print version of this trustee pack can be provided on request. If you require any adjustments to attend an interview, please include this information in your cover email. If you require any other support to take up a Trustee role, please get in touch.

Interviews will take place the week of 17 November 2025. We will ask shortlisted candidates to provide two referees at this stage.

The final candidate(s) will be invited to attend a Board meeting on 12 December 2025 as an observer before they are offered a position on the Board.

## Enquiries

If you would like an informal conversation about the role then please contact our Vice-Chair, Tim Allsop, via e-mail at: [tim.allsop@btinternet.com](mailto:tim.allsop@btinternet.com) who will be pleased to speak to you.



## Over to you!

Thank you for your interest in this opportunity. We very much look forward to hearing from you!



Cromwell Museum Trust, c/o Huntingdon Town Hall, 53 High St, Huntingdon PE29 3AE

Cromwell Museum Trust is a Charitable Incorporated Organisation.

Registered with the Charity Commission in England & Wales no.1166233

[www.cromwellmuseum.org](http://www.cromwellmuseum.org)