

### About you

*Are you committed to creativity?*

*Do you care that charities are well-run?*

*Do you value the power of heritage in the present and future?*

*If this is you... You could become a trustee at the Roald Dahl Museum (RDM).*

Our Board of Trustees govern the Museum charity, thinking strategically and supporting the staff team, to ensure that we consistently serve our charitable purpose, using our resources in the smartest ways.

Right now, we are at the start of a 5-year transformation programme to become a viable organisation for the long term, delivering even more impact and generating the visitor and voluntary income we need.

This means being the best Roald Dahl Museum we can be, and a major capital redevelopment project - '**Unlocking Stories at the Roald Dahl Museum**' - is at the centre of this period of change and growth. Design work is already underway.

To be a trustee at RDM, you need to be thoughtful, constructive, collaborative. You should be willing to learn at the same time as contributing from your own professional knowledge. You need to have control over your own time: our trustees are volunteers, and this is always respected, but in this period of change, every trustee needs to be able to play their part.

In autumn 2025, we are currently looking for people with expertise in **Human Resources**, and in **Fundraising**; due to recent trustee retirements, these are priority skill areas we need on our Board.

If you have questions to help you decide whether to apply, please get in touch to arrange a chat with our Director, Steve Gardam, via [hello@roalddahlmuseum.org](mailto:hello@roalddahlmuseum.org)

### Application timeline 2025-26

- Application closing date = **12 noon, Friday 21 November 2025**
- Interviews at the Museum = **Monday 1 December 2025**
- Observation of Board meeting for preferred candidates = anticipated to be **Thursday 5 February 2026 at the Museum**

*NB Joining the Board is a mutual decision: we want you to experience a Board meeting and decide if this is the right opportunity for you. We invite the preferred candidates from the interview stage to attend a Board meeting as observers before confirming appointment. This is so the rest of our Board can meet you, and you them, so both sides can make a fully informed final decision. If you become a trustee after observing a meeting, your first full meeting would be later in 2026.*

### About the Roald Dahl Museum and Story Centre

The Roald Dahl Museum and Story Centre – ‘Roald Dahl Museum’ for short – is an independent charity, founded in 2001 by Roald Dahl’s widow, Liccy.

Our founding objective as a charity is to *‘further the education of the public in the art of literature and creativity, by running a museum and literature centre based on the works of Roald Dahl.’*

We translate this into our everyday statement of purpose, that **everyone who experiences the Museum can understand how the work of Roald – what he wrote and how he wrote it – can be a key to unlock the stories we all have inside.**

We think that making stories is part of what makes us human, and *everyone* is a storymaker. We use our collection and location – Roald Dahl’s archive, in the village where he found inspiration in the everyday – to help our visitors unlock the stories we all have inside.

Since we first opened our doors in 2005, we have used the example of Roald Dahl’s creative craft to show that what he did, YOU can do too. More than a million people have visited the Museum to date, including almost 200,000 schoolchildren taking part in our award-winning education programme.

## Roald Dahl’s creative legacy at the Roald Dahl Museum

Millions of people read Roald Dahl’s books every year and find something joyous in the words he wrote; we see this enthusiasm in our visitors. At the Museum, in Roald Dahl’s archive, we care for all the versions of the stories, from the earliest drafts to finished books. We believe Roald Dahl’s creative legacy is an important part of the heritage of English literature, but important does not mean flawless.

In our Museum, we shine a light on the elements of Dahl’s life that strongly link to his creative craft, because exploring and encouraging creativity is our purpose as a charity. We do not seek to celebrate Roald Dahl as a flawless person.

In his life, Roald Dahl was a contradictory person. He could be kind; he often helped people, donated to charity, and contributed to medical science. However, there are also recorded incidents of him being very unkind and worse, including writing and saying antisemitic things about Jewish people.

We fully support the apology made by the Dahl family and Roald Dahl Story Company for his racist views about Jewish people: [Roald Dahl Story Company Apology](#)

The Roald Dahl Museum condemns all racism, including antisemitism, directed at any group or individual. We are committed to being more welcoming, inclusive, diverse, and equitable in all aspects of our work.

We do not repeat what Dahl said and wrote about Jewish people publicly, but we do keep a record of it in the Museum’s collection, so it is not forgotten. Our anti-racism statement can be found in full online: <https://roalddahlmuseum.org/aboutthemuseum/antiracismstatement/>

## Why join our Board now?

**Creativity matters. Stories matter.** Our Museum charity helps people explore how Roald Dahl saw the world ‘through glittering eyes’ and learn how this can be the key to unlocking stories we all have inside. Championing creativity is vital to building children’s resilience to thrive in an ever-changing world. Making, and sharing stories connects people like nothing else.

Right now, a major capital redevelopment project - ‘**Unlocking Stories at the Roald Dahl Museum**’ - is at the centre of a 5-year period of transformation and growth.

Design work for the capital transformation is already underway: we have completed RIBA Stage 1<sup>1</sup> in early 2025 and expect to reach the stage gate for RIBA design Stage 2 in March 2026. Our current forecast programme will see us close for works on site in late 2027 or early 2028, for about a year.

There is so much potential at RDM. We have the funding in place for the capital project thanks to a marvellous anchor donation from the Dahl family. We have a great track record of satisfying visitors. We have an eye-catching name over the door. Our charitable cause – championing creativity – is of timeless importance.

Make no mistake: what we are trying to do is incredibly rare, and difficult: to be a sustainable independent museum charity without any regular public subsidy, for the long term. Our challenges are real. We have a charming, but small and constrained site here in Great Missenden. We have a license to use Roald Dahl’s copyright intellectual property... but only at our site, and only for non-commercial purposes. Visitor numbers are currently around 25% short of pre-COVID levels and inflation pushes costs every higher.

Our long-term sustainability, that allows us to keep delivering impact for our visitors and participants, will be achieved through major investment, and enduring hard work by staff and trustees, together. We need to significantly build up our fundraising and keep refining our visitor operation and marketing to maximise the benefit of a transformed site. People make the biggest difference, so we need to be a brilliant employer which never forgets that our staff and trustees are our biggest asset.

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<sup>1</sup> <https://cms-group.co/the-8-riba-stages-explained/>

## What it means to be a member of our Board of Trustees

Our Board of Trustees is a group of volunteers who together govern the Museum charity, thinking strategically and supporting the staff team, to ensure that we consistently serve our charitable purpose, using our resources in the smartest ways to stay financially healthy and in line with the law.

**We estimate it takes about one cumulative working day (circa 7.5 hours) a month to be an effective trustee, averaged across the year (more in months with meetings, less at other times).**

A strong Board shares its work around and all current trustees are members of at least one of the three sub-committees: Finance, Governance, Fundraising or Capital Project Committee. We would expect an HR trustee to join the Governance Committee, and a Fundraising trustee to join the Fundraising Committee.

The Board meets four times a year, usually at the Museum, or online when necessary, plus an annual away day. Committee work is typically by online meetings or emails.

The professional staff provide thorough papers before meetings to keep trustees informed. Making the time to read papers and ask questions outside of meetings is all part of making the meeting time work as well as possible. A good trustee has control over their own time to do this.

## Personal liability of Board members

As a trustee of any charity, you always have a measure of personal responsibility, but our Museum charity is constituted in a way that means the personal liability of Board members is, in most circumstances, limited. Further details are available in the charity's Articles of Association, and from the Charity Commission<sup>2</sup>. Board members are subject to normal charity, company, insolvency, and other applicable laws which apply to all charities and companies in the UK.

*NB We technically have two boards: a main Museum Charity Board and a Board for the subsidiary Trading Company of the Museum Charity, which oversees our retail and catering. The two boards meet in a combined meeting as several members belong to both boards and their business overlaps. We refer to members of both groups collectively as 'the Board' or 'the trustees'. At least one member of each Board cannot be a member of the other Board, remaining 'unconflicted' in line with best governance practice. We may ask a new Board member to fulfil this role.*

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<sup>2</sup> Please see <https://www.gov.uk/government/publications/the-essential-trustee-what-you-need-to-know-cc3/the-essential-trustee-what-you-need-to-know-what-you-need-to-do#reduce-the-risk-of-liability>

## What makes for a good Board member?

- **A clear interest in the objectives of the Museum** to promote the art of literature and creativity. Bring your enthusiasm for our cause!
- **The time and willingness to take part.** This is very important for any potential applicant to consider carefully. Being a trustee is a voluntary role, and it is a serious one. You need to have control over your own time to be able to build and maintain your understanding of the RDM charity, working with fellow Board members and staff, so you can contribute effectively in your role.

If you feel unsure about being able to commit the time, please ask yourself whether this opportunity is right for you, right now.

- **Curiosity.** As a trustee, it is more important to be able to ask intelligent, constructive questions than know the answers. Being curious and interested in learning about the work of the professional team – both in, and beyond your own area of professional expertise – is the root of thinking strategically, consistently. Curiosity helps trustees explore and use information from management reports, finances, forward plans, risk registers and consultancy advice to govern the Museum.
- **Self-reflection, and a willingness to learn.** Whether you're a first-time trustee, or you have bags of experience, being willing to learn and improve yourself will help you govern the Museum charity and all its people to do the same.
- Finally, **you must be eligible:** that means being at least 18 years old, a suitable person to give a charity that works with children and young people, and able to declare that you have never been disqualified from being a trustee under the Charities Act.

Overall, we are looking for people who consistently exhibit the Nolan Principles of Public Life (<https://www.gov.uk/government/publications/the-7-principles-of-public-life>):

**Selflessness**  
**Integrity**  
**Objectivity**  
**Accountability**  
**Openness & Honesty**  
**Leadership**

## The duties of a charity trustee at RDM

Trustees have the following duties:

- **Set the strategic direction** of the charity in line with our charitable objective and statement of purpose, informed by recommendations and advice from the professional staff.
- **Appoint and performance manage the Director** in delivering agreed strategic aims.

Trustees must also:

- Ensure the Museum is in **good financial shape** by approving the budget and monitoring the income and expenditure (income reports and management accounts are provided).
- Regularly review **Museum policies** to ensure they remain fit for purpose and are being followed.
- **Maintain the effective operation of the Board** itself, through group and individual reviews, and well-planned retirement/recruitment of trustees.
- **Commit enough time** to fulfil these duties, by reading papers, holding conversations, staying informed.

Importantly, Board members are not ‘professional advisors’. **Board members are volunteers**, and this is always respected. Trustees have professional and personal experience which provides knowledge and judgement to fulfil their trustee duties. However, the Museum is staffed by professionals with their own experience and expertise, and we can and will employ additional paid professional advisors as consultants when necessary<sup>3</sup>.

## What support is there for new Board members?

- New trustees will be given an **induction pack** containing further information about RDM, including our Articles of Association.
- A comprehensive **induction session** with the Director will also be arranged at the Museum as soon as possible after your appointment.
- Each new Board member will be **‘buddied’ with an established trustee** who will make sure that they talk before your first meeting. The Director is likewise available to answer any questions from new trustees.
- The heritage and cultural sectors provide many appropriate **training opportunities for trustees**. Our Museum tries to say ‘yes’ to all reasonable training requests, if they are affordable. You will be expected to write up and share what you have learned with your trustee colleagues and staff.

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<sup>3</sup> In practice Board members *can* be employed as paid advisors themselves when that is the best option, but this must be managed carefully, and openly, to avoid a conflict of interest.

- **We support you with the cost of being a trustee:** reasonable expenses (travel etc.) can be claimed by Board members; receipts need to be provided. If you have specific concerns e.g. childcare, other commitments, please talk to us.
- All our meetings at the Museum include refreshments. A hungry and thirsty Board is a less effective Board, so we care about the biscuits!