

Eyam Museum – Treasurer Vacancy

Eyam Museum in the Peak District of Derbyshire is looking for a qualified accountant to take on the role of Treasurer within the next six months.

The successful candidate will become a trustee of the Museum and will have oversight of the financial operations of the organisation. We have a highly qualified bookkeeper who manages day-to-day payments and receipts, payroll and pension, bank reconciliations and monthly financial reports. The accounts are audited each year.

We are looking for an accountant who will have the experience to advise the other trustees on financial matters, produce an annual budget and monitor performance against that budget, and play an active part in the decision making of the trustee body. While emphasising these skills, we also wish to add to the diversity of our Board, allowing us to better understand and cater for more diverse audiences across the age range.

Eyam Museum's primary purpose is to tell the story of Eyam Plague (1665 – 66). It is a highly successful organisation - well run, financially secure with substantial reserves and widely respected within the sector. Visitor numbers have quickly returned to pre-COVID levels (at c. 33,000 in 2023) and the organisation is a vibrant and energising place for visitors, staff and Trustees alike. The Museum is a charity and a limited company with a retail arm which is a wholly owned subsidiary company.

The Museum is about to embark on an ambitious Options Project looking at how best to develop our audiences, collections and the building in which they are housed. We will be working with professional consultants and are seeking a National Lottery Heritage Fund grant to undertake this work in the next few months.

This is an exciting time to join and to help mould the Museum's development over the next few years. This is a voluntary role for a candidate who is willing to participate actively, using their skills and experience to help drive the achievement of our Vision.

Further Information

We hold bi-monthly in-person Management Committee meetings which include both Trustees and key employees (the Museum Manager, Curator and Retail Manager who are all part-time). Trustee-only meetings, including the AGM are usually appended to these Meetings. Trustees are expected to agree to attend a proportion of these meetings in person joining via Zoom for the remainder. The meetings are held in the evening.

Appointments are initially for three years, renewable.

Closing date for applications 29th February 2024. Please email an application including a CV and cover letter outlining your relevant skills and experience, and describing what you would bring to the party, to the Chair Richard Coates at richard.coates@eyam-museum.org.uk

Eyam Museum website

<https://www.eyam-museum.org.uk>

Background to Eyam Museum

The foundation of Eyam Museum was inspired by Clarence Daniel, a lifelong resident of Eyam, who collected local fossils, minerals, archaeological material, plus documents and papers related to the village and its history, which he displayed in his home. He died in 1987, bequeathing his collection to Eyam Village Society, the local civic society, members of which formed Eyam Museum Limited as a charitable organisation in 1989 and began to seek a suitable building.

In 1994 Eyam Museum was opened on the current site, a former Methodist chapel. Much of the building adaptation work was carried out by the founders themselves, with other volunteers cataloguing the collection under the guidance of the then Derbyshire Museums service. Despite being a small, volunteer-run museum, it has always sought to aim for professional standards, and has maintained its Accredited status within the Arts Council England scheme since its inception. We have recently submitted our application to renew our Accreditation status for another five years.

Although relatively small in terms of building footprint and infrastructure (a chart showing the staffing structure of the museum is provided below), our visitor numbers are considerably high; we have averaged more than 30,000 visitors over the past several years and have now slightly exceeded our pre-Pandemic figures. Our financial position is healthy, with reserves to cover emergencies and provide match funding for projects, as required. Our income is derived from admissions, and our [retail operation](#) has flourished in recent years, with an increasing range of quality products and price points and an emphasis on local, independent suppliers.

Since 1994, there have been some minor additions to the building and a small number of changes to the internal configuration, but apart from a substantial temporary exhibition to commemorate the centenary of the First World War, there have been few changes to the core of the exhibition. In recent years, several consultants have been commissioned to advise separately on access, interpretation and other areas of audience development. Trustees acknowledge the need for a major redevelopment over the next 3-5 years, the first stage of which is the Options Project referenced above, due to start in early 2024, to appraise and cost out the various forms such redevelopment could take.

In the interim period, a refurbishment project was completed over the winter of 2022-3, to open up the ground floor entrance and shop area and to create a new temporary exhibition space. New family-friendly interactive elements were incorporated into the main exhibitions and the first new [temporary exhibition](#) was opened in July 2023, showcasing items from the collection that had not previously been displayed. This followed a successful application to Arts Council England's Unlocking Collections fund. Since 2020, the museum has been successful in a number of modest grant applications, which have enabled increased staff capacity and new project development and partnerships.

Over the past two to three years, the Trustees have undertaken extensive reviews of organisational health and effectiveness as a new vision for the future has been defined. A new Chair was appointed in October 2023 and recruitment of new Trustees is an important next step in determining the future development of the museum.

Organisational Chart: November 2023

