



## Pilgrim Heritage Sailing Foundation

### Vacancies for Trustees

The Foundation is a registered charity and currently has vacancies for honorary Directors and Trustees. The document provides information about the Foundation, the nature of the Trustee vacancies together with a description of our requirements.

#### About the Foundation

The Pilgrim Heritage Sailing Foundation was formed in 2017 as a registered charity to take on the preservation, operation, maintenance and protection of the heritage sailing trawler Pilgrim of Brixham BM45. It is a charitable company, limited by guarantee, and all the Trustees are Directors of the company.

Pilgrim was built at the yard of J.W. & A. Upham in Brixham in 1895 and is the oldest surviving sailing trawler that was built and rigged in the port. She was one of several hundred Victorian sailing trawlers that worked out of Brixham in the late 19th century.

The history of Pilgrim is a fascinating story of endurance and survival that sees her approaching her 125th anniversary still sailing in the traditional manner and out of her home port. That survival is due in no small part to the incredible work of the Pilgrim Preservation Project (PPP) which was a private not-for-profit company. PPP was instrumental in her restoration and return to sailing. The restoration was only possible with massive support from the Heritage Lottery Fund (HLF) and many others who contributed time, money and energy to the project.

In 2018, the shareholders in PPP transferred the vessel and assets of the company to the newly formed charitable Foundation to provide the best possible platform for her long-term preservation and operation. Conditions of the HLF grant impact on the scope of operation of the charity until 2038.

#### The Foundation's objects are:

*For the public benefit - to advance education through the preservation, operation, maintenance and protection of the sailing trawler Pilgrim of Brixham, registered mark BM45, which is of historic and maritime importance and to safeguard the associated boatbuilding, sailing and fishing heritage, working practices and their social context for the information, education and enjoyment of residents and visitors in the port of Brixham, the public in general and, in particular but not exclusively, by sailing the vessel in a traditional manner to other fishing and seafaring communities whenever possible.*

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#### **PILGRIM Heritage Sailing Foundation**

Registered office: 15, Fore Street, Brixham, Devon, TQ5 8AA Tel: 01803 858148 Email: info@pilgrimofbrixham.co.uk

Registered in England and Wales Company No. 10763532. Charity Commission No. 1175124.

## Pilgrim today

Every year Pilgrim sails the coasts of Devon and Cornwall and across to the Channel Islands, Brittany and out to the Isles of Scilly. Her programme includes day sailing experiences as well as weekend adventures, short breaks and complete holidays. She is licensed by the UK Maritime and Coastguard Agency for fifteen passengers and crew. The vessel is original above decks and fitted out to contemporary standards below decks. There is passenger accommodation for up to 12 in two cabins plus modern heads, showers and a well-appointed galley. Cruising itineraries can be tailored to suit youth groups, family and corporate charters. There is also a public programme of sailing adventures to suit all tastes and durations. Guests are always encouraged to get involved and help sail Pilgrim guided by our mixed professional and volunteer crew.

## Trustees, Management and Staffing

The Foundation is operated almost entirely by volunteers with the exception of an employed skipper and a contracted Mate. At present (December 2018), there are five Trustees who are all active volunteers. They have a wide range of business and organisational experience and are each intimately involved in day-to-day operations of the charity in different roles. There is a need to supplement that group with further active volunteer Trustees to inject fresh ideas, spread the load and to provide for succession management. In addition, there is a need to introduce some additional expertise and insight from others who are able to stand back and provide guidance and direction from arm's length.

## Trustee Candidate Specification

Anyone interested in becoming a Trustee will need to meet the following criteria:

1. Be willing to become a subscribing member of the charity (required by the Constitution)
2. Be able to commit a minimum of two days per month on a goodwill basis. (Trustees are honorary appointments and are not remunerated. Meetings are normally held in Brixham, Devon and the charity does not have the means to provide out-of-pocket travelling expense for attending Trustee meetings.)
3. Have relevant experience of at least one of the following
  - a. Marketing or management, preferably but not exclusively, in the travel and tourism industry
  - b. Hands on IT skills in business applications
  - c. Social Media skills and experience in a business promotion context
  - d. Managing a yacht charter business, sailing school or similar business
  - e. Successful fundraising in the not-for-profit or charity sector
  - f. Leadership or governance in a charitable organisation
  - g. Sailing as a skipper on a commercial sailing yacht or sail training vessel
  - h. Experience in traditional shipbuilding techniques or marine engineering and systems
  - i. Operating at Board level in a small or medium sized business over an extended period or comparable experience in the public sector

OR

- j. Have been an active volunteer with Pilgrim or a similar small charity for a minimum period of two years and have relevant knowledge, skills and experience

Trustees/Directors have legal, regulatory and safeguarding obligations under both company and charity law and the Board strives to ensure it operates in a professional and compliant manner. Personal liability is limited by the nature of the company structure and appropriate insurance is provided to protect those acting in good faith as Trustees.

### Trustee Duties and Responsibilities

The specific responsibilities are:

To use any specific skills, knowledge, or experience they have to help the board to set sound policies and reach good decisions. This will involve scrutinising board papers, leading discussions, focusing on key issues and providing advice and guidance on new initiatives or other issues in which the Trustee has special expertise.

The general responsibilities are:

- To ensure that the Foundation operates exclusively in the pursuance of its charitable objects.
- To contribute actively in giving clear strategic direction to the organisation, setting overall policy, defining goals and setting targets and evaluating performance against agreed targets.
- To safeguard employees, contractors, volunteers and guests and to secure the good name of the Foundation.
- To ensure the efficient operation of the charity and the vessel.
- To ensure good financial management of the Foundation
- To appoint the Chair, new Trustees and any employees or major contractors
- To take part in relevant training sessions provided for the benefit of Trustees or Volunteers.

### Applications and expressions of interest

Applications are invited from interested candidates by **Friday 25<sup>th</sup> January 2019**. An Online Application Form is available [here](#) which all candidates will be required to complete. An informal discussion prior to that date can be arranged and these should be requested by forwarding a short letter of introduction to the Company Secretary using [mailbox@pilgrimofbrixham.org.uk](mailto:mailbox@pilgrimofbrixham.org.uk)

The Charity Commission provides useful guidance for people interested in acting as Charity Trustees and their publication is available [here](#).