



Candidate Information:

Trustee of Goodenough College (London) and Chair of the College's Burn sub-Committee (The Burn, Edzell, Scotland)

Closing date for applications: 5.00pm on Wednesday, 22 May 2024

About The Burn



The Burn is a delightful country house academic retreat and events venue located on a 200-acre estate near Edzell in north-east Scotland. It has been operated by Goodenough College, an educational charity and residential community for international postgraduate students in Bloomsbury, London for over seventy years. This followed its gift to the College in 1949 by the Russell family in memory of their son, James, killed in action in Italy in 1944. It had been the Russell family

home and James's father, Herbert, was a member of the College Board. The Russell's vision was that students – Goodenough College's international students and students at Scottish universities, in particular – should benefit from the estate's beauty and tranquillity to promote their studies and build networks of friendship and collaboration.

The Burn offers a wonderful environment for all types of academic seminars, workshops and study retreats, for team-building experiences or as a rehearsal venue. Groups from Goodenough College are regular and enthusiastic visitors. The heart of the property is the Mansion House which dates from 1796 and accommodates up to 45 overnight guests. It is a B listed building. For larger groups, additional accommodation is available in the adjacent Courtyard House and in the North and South gate lodges. There is ample indoor and outdoor space for team activities and the meeting rooms and breakout areas each accommodate gatherings of up to 50. Many bookings are for the whole venue, but the three smaller properties are available on a self-catering basis for small groups and holiday visitors.

Communal meals are at the heart of The Burn experience with full-board catering – adjusted to suit the size, requirements and interests of individual groups. There is a licensed bar, which opens up onto the garden. Bedrooms are warm, comfortable and traditional, with tea and coffee making facilities and views of the Mansion House's well-tended grounds. As a traditional country house, The Burn retains the features that made it a home, including shared (two-, three- or four-bed) bedrooms and bathrooms. For smaller groups, single rooms are provided for academic staff, faculty members and guests with special needs.

The Burn also offers a wide range of leisure activities including formal candle-lit dinners, cream teas, ceilidh dancing, music and other group activities. The Mansion House offers a well-stocked games room alongside a tennis court, putting green and croquet lawn outside. The Burn's 200-acre estate, a mixture of woodland, pasture and beautifully maintained parkland, includes the famous 'Blue Door' walk along the spectacular Gannochy Gorge, pathways through magnificent ancient woodlands and opportunities to enjoy fishing for salmon on the North Esk river.

We are currently seeking a new Chair for the Burn Committee, who would also serve as a Trustee of Goodenough College and as a member of the College Board with a particular interest in Scottish affairs.

More information about The Burn is available at www.theburn.co.uk and in our [brochure](#).

For more information on Goodenough College, please see: www.goodenough.ac.uk

Role Prospectus

Chair of The Burn sub-Committee and Trustee of Goodenough College



ABOUT THE ROLE

Role summary

The Board of Trustees of Goodenough College oversees management and governance of The Burn through its “Burn” sub-Committee. The Chair of this sub-Committee, who reports back to the Board regularly on The Burn’s business, is a member of the College Board and Trustee of the College.

Goodenough College is currently seeking a new Chair of the Burn Committee and Trustee of Goodenough College. Candidates would benefit from expertise and experience in areas such as historic estate and woodland management, nature conservancy, income generation, hospitality, Higher Education, charity management and Scottish public affairs.

Role type

Trustee and Board Member, London; and sub-Committee Chair, The Burn, Edzell.

Time commitment

- Two Burn Committee meetings per year
- Four College Board of Trustees meetings per year

- Preparation ahead of meetings, including analysis of Board and sub-Committee papers, is a fundamental requirement of the role. Additional ad hoc correspondence or meetings may be required, to discuss matters as they arise.

Role specification

The Chair of the Burn Committee, a Trustee of Goodenough College, holds a formal role within the governance structure of the charity, working with the College senior team and the College Board in maximising financial return from the commercial activities of The Burn whilst ensuring that The Burn, as a registered Scottish charity, maintains its charitable activities and status. S/he will also be registered as a Director of Goodenough College at Companies House.

The Chair of the Burn Committee will challenge and assist the College leadership, in particular the Bursar who is the senior staff member in charge of The Burn, in the delivery of the activities of the Burn estate. S/he will provide guidance on the commercial development of the operations of the estate and advise the College Board in the resourcing and delivery of The Burn's objectives.

Key responsibilities of the role include:

- Attending Quarterly College Board meetings (usually in person at the College);
- Chairing twice-yearly Burn Committee meetings (in person at The Burn);
- Attending ad hoc meetings (likely to be online or by correspondence) as required;
- Reviewing, and as appropriate challenging, the College leadership's management of operations at The Burn, as reported to the Board on a quarterly basis;
- Supporting and advising the Burn Bursar and her team in their roles in all aspects of maintaining and nurturing the historic Burn estate; developing and delivering an events and venue-hire business that primarily hosts academic groups; and creating a sustainable business model to take the estate securely forward into the coming decades;
- Providing Scottish-specific insight to the Board and senior College management team on the optimal management and operation of The Burn;
- Supporting the President of the College and its Trustees in ensuring the College meets its charitable aims and strategic vision.

Person specification

Senior, strategic-level and Scottish specific experience across multiple sectors would be useful, which might include:

- Historic buildings and estates, including woodland management and nature conservancy
- Higher education
- Marketing and income generation
- Financial administration
- Scottish government affairs
- Hospitality
- Charity governance.

The appointee would be expected to have the confidence, knowledge and skill to constructively challenge College senior staff, as well as being a source for appropriate mentoring, guidance and strategic support to them. Provided they have an appropriate level of executive experience, first-time non-executives are encouraged to apply.

ADDITIONAL INFORMATION

Terms of appointment

The role is unremunerated, but reasonable travel expenses will be reimbursed.

The successful candidate is encouraged when in London to engage with the College's lively programme of seminars, conferences, after-dinner talks and visits. In Scotland, they will be most welcome to participate in a range of events and activities taking place at The Burn, in particular those involving visiting Members of Goodenough College.

Location

Applicants should be willing to travel *at least twice* annually to The Burn, near Edzell. They should also be able to travel to London for in-person meetings of the College Board, ideally four times per year (although there are facilities for remote conferencing).

Equal Opportunities

Goodenough College and The Burn are committed to, and proud of, their equality of opportunity and diversity in employment. All appointments will be made on merit, taking into account skill and experience relative to the role and following a fair and transparent process.

How to Apply

Please apply by email to: jobs@goodenough.ac.uk. Please feel free to message us through this address if you have queries regarding the role.

Applications should comprise a CV setting out relevant achievements, accompanied by a short covering letter (no more than two pages). This should explain your interest in the role and highlight what might make you stand out as a strong candidate.

The closing date for applications will be **5.00pm on Wednesday 22 May 2024**. Late applications may not be considered. We very much look forward to hearing from you.

After the closing date all candidates will be informed of the outcome of their applications. Candidates who most closely match the requirement will be invited for interview by the chair of the College Board (the President of the College).

