

Trustee Recruitment Pack 2024-25



Primary Science Teaching Trust (PSTT)

Help us **inspire** the next generation to protect our climate, create vaccines and explore the universe.

Science plays a hugely important role in all our lives: it builds our knowledge and helps us solve global problems. The Primary Science Teaching Trust (PSTT) believes it is vital that children are engaged and inspired by science from an early age. We want to draw on their natural curiosity to help them explore, understand and ask questions about the world around them. Scientific skills and knowledge are essential for every child, whether or not they become a scientist, engineer or medic.

We put teachers at the **heart** of everything we do.

Our vision is to see excellent teaching of science in every primary classroom in the UK. This is a challenging task, but the PSTT is already making great strides towards it. We've built a Primary Science Teacher College of over 200 outstanding teachers, each helping to shape and influence science teaching across the UK. We provide intensive support to schools in our Priority Areas, and our Regional Mentors have supported more than 3,000 additional schools. We also work closely with teachers to produce great resources that improve how science is taught and planned. We recently completed a strategy review which refined our educational mission and strengthened our focus on measuring the charity's impact.

Will you help us take the next steps towards our **vision**?

We are looking for someone with knowledge of fund management and investments to join our board of trustees. Trustees lead a charity and decide how it is run, and we're looking for people with a range of life experiences and skills who will bring passion and enthusiasm to this work (see p.4).

Equality, diversity, equity and inclusion are critical to our success. That's why we believe that no person should be held back by any aspect of their identity, and that's why we are committed to fostering an environment where equity is promoted, diversity is valued and celebrated and everyone feels included. These values guide our decisions; strengthening our delivery for the teachers and their pupils we serve. We aim to see excellent science teaching in every primary classroom in the UK. If your skills and life experience might help us, please consider joining us.

Join Our Board of Trustees



Our board of trustees has ultimate responsibility for the PSTT's strategy, activities and assets. We currently have eleven trustees.

In early 2025 we are looking to recruit a specialist trustee with knowledge and skills in fund management and investments. Whilst there will be some hand-over from the current role-holder, we expect candidates to be self-starters who are excited by PSTT's mission and who are able to contribute their time, knowledge and ideas to help us achieve our goals.

If your application is successful, we will appoint you for an initial term of 4 years. You will then be eligible for one further term, so a maximum of 8 years on the Board is possible.

The Board meets four times a year, usually in London or Bristol, with the option to join remotely. We also hold an annual strategy away day and there are opportunities for trustees to sit on sub-committees, working groups and project boards. Trustees are unpaid, but we cover expenses, including travel and childcare costs.

See <https://pstt.org.uk/trustees/> for information about our current trustees.

Application and selection process

1. Before you apply, please read the trustee role description and requirements on p.5. You are welcome to arrange an informal chat with our Chair or a current trustee. To do so, please email Wendy Woodsford, our Operations Manager: wendy.woodsford@pstt.org.uk

2. To apply, complete our application form at pstt.org.uk/trustee-recruitment-2024. This includes a statement outlining why you would like to join our board of trustees, and how your skills and experience fit the role description. You may alternatively record this statement as a video clip. Please ensure your application reaches us by Wednesday 18 December. Please don't send us a CV or covering letter.

3. After assessing all applications, we will arrange a conversation in person or on Teams/Zoom with each shortlisted candidate. This will enable us to discuss in more detail what you would bring to the role of trustee and what the role could offer you. We may then ask you for a more formal interview.

4. We will inform candidates of our decisions by email. You are welcome to seek feedback on your application.

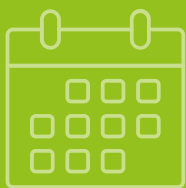
5. We expect to complete the process in January, and we hope our new trustee will be able to join us for our February Board meeting.

Please apply to join us, or contact Wendy Woodsford to arrange a chat with an existing trustee about what this role involves.

Many thanks for your interest in PSTT.

Fred Young MBE, Chair of Trustees
Martin Pollard, Chief Executive Officer

PSTT Achievements & Activity in Numbers



14 years

of providing **support** and **funding** across the UK through the Primary Science Teacher College



15,000

teachers using the PSTT's resources each month



over
£26m

invested in science education since 1997



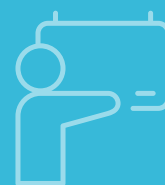
30

schools supported intensively across **3 Priority Areas**



over 100

teaching resources available to download for free at www.pstt.org.uk



over 200

award-winning primary science teachers being supported as Fellows of the College



over
150,000

users of **Explorify**, a free online resource bank with activities designed by PSTT



over
2,000

additional schools supported by our **Regional Mentor programme**



15,000

receiving our **Why & How? magazine**

PSTT Trustee Role Description

Why we have trustees

Our trustees provide strategic leadership and oversight for the PSTT as we seek to fulfil our charity's aims. We have an executive (staff team) who carry out the PSTT's day-to-day work.

For more information on what trustees do and why their role is so important, see [The Essential Trustee](#).

As well as being a registered charity, the PSTT is a company limited by guarantee. This means that our Trustees are also company directors.

What you will do

As a trustee, you will work with the rest of the board to ensure that we:

- Develop and follow a long-term strategy that helps to achieve the PSTT's vision
- Benefit schools throughout the UK, building public confidence and trust
- Use our resources effectively and efficiently
- Have strong systems to control our finances and protect our funds and assets
- Oversee the work of our dedicated staff team, and supervise and support the Chief Executive Officer
- Comply with all legal requirements (e.g. producing our annual report and accounts, and fulfilling our responsibilities as an employer)
- Manage the risks that the PSTT faces, taking professional advice where needed
- Safeguard the PSTT's good name and values
- Strive for best practice in governance
- Ensure the highest standards of equality, diversity and inclusion throughout the PSTT

You may also be asked to sit on sub-committees or panels during your time as a trustee.

What you will bring to the role

We are looking for trustees who can demonstrate:

- Passion and commitment to the PSTT's aims, and appreciation of the importance of primary science education
- Understanding of the current environment in the charity sector and/or education sector
- Ability to provide strategic oversight, support and challenge to our staff team
- Commitment to equality, diversity and inclusion in our work and our board
- Good interpersonal and team skills, with the ability to work with people from diverse backgrounds in a constructive and respectful way
- Good skills in networking, influencing and communication
- Sufficient time to devote to the role (5 days a year for trustee meetings, plus time for reading papers and plenty of opportunities to get involved with other projects if you have the time available)

Please note that you don't need to have previous experience as a trustee, and we welcome applications from people with diverse life experiences and perspectives. If this is your first trustee role or you are looking to develop wider board level experience, we are happy to provide any necessary training.

Equal opportunities

The PSTT recognises the enormous benefits and social justice of a diverse organisation at every level. We actively and warmly encourage applications from a broad range of backgrounds and experience. We are fully committed to eliminating discrimination and promoting equality, diversity and inclusion in our workforce and employment practices, in the work we undertake, and in the provision of all our activities. We welcome applications from everyone, especially people with protected characteristics underrepresented on our board.

Eligibility

To be a PSTT trustee, you must be 18 or over. We will make the following checks before appointing a trustee:

- Disclosure and Barring Service (enhanced check)
- Charity Commission Register of Removed Trustees
- Individual Insolvency Register
- Companies House register of disqualified directors

For more information on who is eligible to be a trustee, see [The Essential Trustee](#).



**sharing
& learning**

**excitement
& exploration**

**discovery
& delight**

**investigating
& questioning**

www.pstt.org.uk

The Primary Science Teaching Trust (formerly the AstraZeneca Science Teaching Trust) was fully endowed with a grant from AstraZeneca PLC



Tel 0117 325 0499 • **Email** info@pstt.org.uk • **Web** www.pstt.org.uk
Primary Science Teaching Trust
DeskLodge Beacon Tower • Colston Street • Bristol • BS1 4XE