

## Role description

VOLUNTEER BOARD MEMBER (INED equivalent) – Communications, Marketing, Engagement, PR

Dart Harbour is seeking an experienced individual with an expertise in communications, marketing, engagement & PR to join our Board.

Dart Harbour (Dart Harbour and Navigation Authority) [www.dartharbour.org](http://www.dartharbour.org) is a Statutory Harbour Authority and Trust Port, set up by an Act of Parliament to manage the port & river infrastructure and the safe navigation of the River Dart from the river estuary to Totnes; some 8 miles of river and sea in an AONB (Area of Outstanding Natural Beauty). In addition to its statutory duties, Dart Harbour operates moorings and pontoons on the fundus on a long-term lease from the Duchy of Cornwall.

Trust Port status means we are a “not for profit” organisation. Any surplus we generate is usually reinvested in improvements to the harbour, the river and its associated facilities, (sometimes in partnership with other stakeholder groups and sometimes on our own). Alternatively, we may build our reserves to ensure our long-term financial sustainability. We have no shareholders, neither are we part of any form of local government or government agency. Instead, we are answerable to our many and varied stakeholders, and ultimately to future generations who live, work and enjoy this beautiful river. For more information see [www.gov.uk/government/organisations/trust-ports](http://www.gov.uk/government/organisations/trust-ports)

## Our Mission

Our Mission is to manage, protect, and enhance Dart Harbour whilst supporting the local economy and community. We will operate Dart Harbour safely as a Trust Port in accordance with the UK Port Marine Safety Code, conserve and enhance Dart Harbour as an Area of Outstanding Natural Beauty that benefits the local community and manage Dart Harbour in a way that balances the needs of all stakeholders where possible. We will do this by adhering to the guidance given in the Department for Transport Ports Good Governance Guidance (PGGG).

The Board sets the strategic aims of Dart Harbour and ensures the necessary financial and human resources are in place to meet those objectives and to fulfil its legal duties and responsibilities.

## The Role

As a member of Dart Harbour’s Board you will be responsible for contributing to the strategic direction of the organisation and overseeing its operations. Board members are also recruited to bring specialist expertise and experience required to support the Harbourmaster and employed team. Working collaboratively with the other Board Members, your communications expertise will complement existing Board Member skills such as Safety, Environment, Finance, HR, Governance, and importantly local knowledge. As a board member, you will be a

Duty Holder, and so jointly and severally liable for ensuring that the port complies with the Port Marine Safety Code and other statutory regulations.

#### Skills and Experience Required

The Ports Guide to Good Governance requires that the Board and its Committees has the appropriate balance of skills, experience, independence, and knowledge to enable them to discharge their respective duties and responsibilities effectively. Any candidate must be confident enough to challenge assumptions and proposals on all aspects of Dart Harbour's operations at Board meetings providing well thought through arguments both verbally and, where necessary, in writing, whilst at the same time developing a good working relationship with the Senior Management Team.

For this appointment we are specifically seeking candidates with expertise in communications, marketing, engagement & PR. A professional qualification would be preferred. Previous Board experience would be an advantage. Easy and regular access to Dartmouth will be a consideration, as will evidence of an ability to add value to any projects or external engagements.

#### Additional Information:

The position is a voluntary unpaid public appointment (Nolan principles will apply) and although not onerous, may take between 2-3 days per month. Reasonable travel expenses will be paid. Board meetings are usually held in the evenings in Dartmouth, but on occasion, at different locations along the river. Attendance online is also possible but in person is always preferable.

The Board is particularly keen to ensure the diversity of its members. We are an equal opportunities organisation and we welcome applications from all suitably qualified persons regardless of gender, sexual orientation, race, age, religious or philosophical belief, disability, political opinion, or marital/partnership status.

#### Term:

3 years (extendable for a further 3 years by agreement).

#### Application Method:

To apply, please submit a CV and covering letter to the Clerk to the Board William Lewis [board.clerk@dartharbour.org](mailto:board.clerk@dartharbour.org). Please feel free to request an informal conversation prior to applying if you prefer.

Closing date for applications – 9am 28th October 2024.