



The OC – Director’s Role Description

Our Directors play a vital role in making sure that The OC [St Day Old Church] achieves its core purpose. They oversee the overall management and administration of the Community Interest Company [CIC]. They also ensure that The OC has a clear strategy and that our work and goals are in line with our Business Plan and the CIC Constitution.

Board members have a collective responsibility. This means that they always act as a group and not as individuals.

Duties:

1. To ensure that the OC mission is achieved and in accordance with the OC Business Plan 2025, namely:-
 - To conserve and maintain St Day Old Church as an important part of local heritage and to ensure its Grade 2 Listed Status is maintained and adhered to at all times.
 - To ensure the continued use of the church as a valuable open-air community facility, available for visits and events such as exhibitions, concerts, and plays, and as an educational resource.
 - To raise awareness of local history and St Day's position as the former heart of the tin - and coppermining district and now a focal point of the Gwennap Mining District within the Cornish Mining World Heritage Site (WHS).
2. They also need to ensure the following:-
 - The local community of St Day, wider community of Cornwall, national and international visitors are able to access a historic and heritage site.
 - Local residents of all ages and backgrounds are able to learn new facts about their area, heritage and history.
 - Specific sectors benefit, such as St Day’s artistic community and local school / surrounding further educational establishments.
 - All benefit from access to the OC events and partnership opportunities, facilitating greater interaction and social opportunities: this includes an annual programme of events and community enjoyment
3. Approve operational strategies and policies, and monitor and evaluate their implementation.
4. Oversee financial plans and budgets and monitor and evaluate progress.

5. Ensure the effective and efficient administration of the organisation.
6. Ensure that key risks are being identified, monitored and controlled effectively.
7. Contribute to the broader promotion of [charity name]'s objects, aims and reputation by applying your skills, expertise, knowledge and contacts.
8. As a small CIC, there will be times when the Directors will need to be actively involved beyond Board meetings.

What we are looking for

We are looking for people willing to bring energy, enthusiasm and commitment to the role, and who will broaden the diversity of thinking on our board.

[You do not need previous governance experience – we will provide a full induction and training.]

Personal skills and qualities

1. Willingness and ability to understand and accept their responsibilities and liabilities as Directors and to act in the best interests of the organisation.
2. Ability to think creatively and strategically, exercise good, independent judgement and work effectively as a board member.
3. Effective communication skills and willingness to participate actively in discussion.
4. A strong personal commitment to equity, diversity and inclusion.
5. Enthusiasm for our vision and mission.
6. Willingness to lead according to our values..
7. Commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

Terms of appointment

1. This is a voluntary position, but reasonable expenses are reimbursed.
2. Time commitment. Attending 2 to 4 Board meetings annually. Some meeting may be remotely through Zoom plus training days and events

What does being a Director mean?

It can be a very fulfilling role knowing that you are involved in managing a unique historic building in a World Heritage Site. It is an essential part of the community and there is a lot of local interest in the building, so a Director can have an important role in liaising with individuals and other organisations. Having an input into the performing arts events can be very rewarding either in the planning or having a role on the day – if you are interested in theatre or music events you could have an important role or if you like old buildings being involved in the management of the OC. Being part of a team who have a wide variety of skills and experience in itself can be most satisfying.