

## Plant Heritage trustee recruitment, April 2026

Leading plant conservation charity Plant Heritage is looking for two new trustees to join our Board. This is a pivotal moment to join the charity as we head towards our 50<sup>th</sup> anniversary in 2028. We have exciting plans to raise our profile, get more people involved in our conservation schemes, diversify our funding base and harness digital tools to streamline our work whilst remaining accessible to all.

### Who we're looking for

Given the mix of skills and experience we already have on our board, we're particularly looking for people with experience and connections in the horticultural sector. Experience in fundraising and volunteer management is also welcome. We work across the UK and are keen to have more trustees in the north of England, Wales or Scotland. You don't need to have been a trustee before, provided that you're prepared to learn about and fulfil the responsibilities involved (see below).

### How to apply

Please complete our short application form and send it to [comms@plantheritage.org.uk](mailto:comms@plantheritage.org.uk) along with a short CV **by midday on Tuesday 26 May 2026**. Shortlisted applicants will be invited to interviews in mid June, and we aim to make a decision by early July. If you have any questions or would like to discuss the role before applying, please feel free to email us on [comms@plantheritage.org.uk](mailto:comms@plantheritage.org.uk) or you can phone the office on 01483 447540.

We value **diversity and inclusion**, and we want to ensure equality of opportunity in our work. We particularly welcome applications from under-represented groups. Please let us know if you would like any reasonable adjustments in the application process.

### About Plant Heritage

Plant Heritage was founded in 1978 with a unique mission to protect the diversity of garden plants across the UK and Ireland. We are the home of the [National Plant Collections](#)<sup>®</sup> and the [Plant Guardian](#)<sup>®</sup> scheme. With our thousands of members and volunteers, we are safeguarding around 100,000 plants by growing them, sharing them and recording information about them.

Plant Heritage is registered as a company limited by guarantee (one of the most common charitable forms). We have a small team of paid staff and an office next to the RHS Garden at Wisley. We have a network of groups who organise activities in their local area such as talks, plant fairs and visits, raise funds to support the charity's work and support National Collection holders in their area. These groups are part of Plant Heritage the national charity.

For more information about the charity, please visit our [website](#), and read this [short information booklet](#). Our most recent Annual Report and Accounts are [here](#).

## Practical Details

- **Term:** Initial term of three years, which can be renewed for a second term.
- **Eligibility:** There are certain requirements set by charity regulators and Plant Heritage – see below and please get in touch if you would like to discuss this.
- **Location:** You can be based anywhere UK-wide (with travel for some meetings in person).
- **Time Commitment:** preparation for and attendance at 4 Board meetings per year (normally 2 online and 2 in person in London and near our office in Surrey), as well as the national AGM (usually held online in late April). We also ask trustees to join a committee or working group (these meet 3-4 times a year).
- **Remuneration:** This is a voluntary position and unpaid. Reasonable out of pocket expenses will be covered.

## Key responsibilities

As a member of our Board, you will work with other trustees to oversee the governance and strategic direction of the charity and to ensure that we pursue our charitable objectives. You will also work with the chief executive and team, who manage the charity's work day to day.

The role of Trustee has some key statutory duties, in particular:

- To ensure that Plant Heritage complies with its governing documentation, charity law, company law and any other relevant legislation or regulations.
- To provide strategic direction to the organisation, setting overall policy, defining goals, setting targets and evaluating performance against agreed targets.
- To ensure the charity remains financially stable.

Please refer to the guidance from the Charity Commission for England and [Wales](#) and the [Office of the Scottish Charity Regulator](#).

Trustees must comply with Plant Heritage rules, policies, procedures, code of conduct, quality standards, authorisation processes etc and relevant external regulations.

## Key skills and experience

### Essential

- **Commitment:** you must be committed to Plant Heritage's objectives and willing to devote sufficient time to carry out the responsibilities of this role.
- **Strategic analysis:** Able to apply strategic vision to governance and decision making, whilst applying sound, independent judgement.
- **People skills:** Excellent collaborative working skills and the ability to develop effective relationships to benefit the charity. Able to challenge constructively when necessary, and comfortable chairing meetings as appropriate.
- **Governance and values:** You must understand and accept the legal duties, responsibilities and liabilities of Trusteeship and act in an ethical manner at all times.

- **Digital confidence:** you must be comfortable with online meetings and using email or Sharepoint to access meeting papers.

## **Eligibility**

To become a trustee for Plant Heritage, you must be over 18 and meet certain other requirements [set by the regulators](#) (see also Annex 1). If appointed, you will need to sign our Code of Conduct and our Declaration of Conflicts of Interest and Related Parties form (copies available on request).

As a membership organisation, we ask that all Plant Heritage trustees are members of the charity. Anyone can become a member, and you will be very welcome. If you are not already a member, you can find out more about joining from our [website](#). The Board is accountable to our membership. New Board members are appointed by the Board and are put forward for a confirmation vote at the next AGM (normally held online in late April), with decisions taken by a simple majority. Each AGM, one-third of our trustees stand down by rotation (those who have served the longest stand down first) and can be re-elected if they are within the term limits).

## **Annex 1: Legal Eligibility to be a Trustee**

When preparing to appoint a new Trustee, a charity must ensure that the person is qualified to act in this capacity. Some people are disqualified by law from acting as Trustees, including anyone described in section 72(1) of the Charities Act 1993. This includes:

- Anyone who has an unspent conviction for an offence involving deception or dishonesty (theft, fare evasion, or falsely claiming benefit, for example)
- Anyone who is an undischarged bankrupt
- Anyone who has been removed from trusteeship of a charity by the Court or the Commissioners for misconduct or mismanagement; and
- Anyone under a disqualification order under the Company Directors Disqualification Act 1986 (see below).
- Anyone who has defaulted on payments under county court administration orders.

It is a criminal offence to act as a charity Trustee while disqualified. For further information please refer to the Charity Commission for England and Wales at <http://www.charitycommission.gov.uk/>

Plant Heritage is a registered charity and a company limited by guarantee and so UK company law also applies. A court may disqualify people from being a company director if they have a:

- Conviction for criminal offences relating to the promotion, formation, management or liquidation of a company
- Conviction for fraudulent trading or fraud
- Record of persistent default on company legislation for filing accounts and other documents
- Record of conduct as a director that makes them unfit to be involved in company management

(Company Directors Disqualification Act 1986)