



Independent Board Director

Candidate Information
Pack **2026**



Welcome from the Board

Thank you for your interest in becoming a member of the Board of North Wales Science (registered charity no. 1102959)

North Wales Science (NWS) is an educational charity with a wide reach and impact. It operates a science discovery centre, Xplore! in the heart of Wrexham City Centre, and a forest school provision, Xplore! Nature, in a historic woodland site in Northop, Flintshire

The charity delivers a schools' outreach programme to schools and colleges across North and Mid Wales and across Northwest England. Its mission is to share science and more widely STEAM (Science, Technology, Engineering, the Arts, and Maths) to all people regardless of age, ability, background and identity.

The charity engages with approximately 60,000 people each year, split between public and schools visiting the science centre, and community and schools' outreach activities. The charity is a wholly owned subsidiary of Wrexham University and contributes significantly to its civic mission and public engagement impact.

The charity has set out an ambitious, multimillion-pound plan for its future, Xplore! 2.0, and it has already secured £1.7M in funding. Over the next 18 months, we will see the delivery of a new planetarium and a new space-themed exhibition for under-5s.

North Wales Science has a strong reputation for inclusion, diversity, and accessibility and welcomes trustees, staff, and visitors from all backgrounds. The charity employs 40 staff members and regularly offers volunteering and work experience opportunities.





The Role of the NWS Board

The Board has collective responsibility for ensuring the solvency of the Charity and safeguarding its assets, and also for determining the character of NWS and enabling NWS to achieve and develop its mission and primary objectives:

- ♦ Promoting the advancement of science and technology education and learning to all who may benefit, and in particular, to do so by maintaining and carrying on an exhibition to explore scientific concepts,
- ♦ Encouraging an awareness amongst the public of the significance of science and technology in society, and
- ♦ Promoting public understanding through educational programmes, science festivals and other activities

Key attributes of Board members who are the Charity Trustees include the ability to question intelligently, debate constructively, challenge rigorously and listen sensitively to the views of others inside and outside of the meeting. The office term is three years.

The Board oversees the administration, finances and the strategic direction of Xplore! The Discovery Centre.

Time Commitment

The annual time commitment includes five half day Board meetings, one full day strategy event, a small number of development workshops as required, as well as optional social events.

The role is not remunerated; however, reasonable travel and other necessary expenses incurred while carrying out North Wales Science business will be reimbursed



Diversity of the Board

There needs to be a balance of expertise within the membership, and the Board recognises that diversity of knowledge, skills, backgrounds and experiences is an important part of that balance, if the Board is to be truly representative of its mission and its objectives.

The Board seeks to remove any barriers that might deter people from expressing an interest in joining the Board and welcomes expressions of interest from people from all backgrounds for consideration for appointments.

The Role

Introduction

1.1 NWS is governed by a Board of Directors who are also called Trustees, since NWS is registered as a Charity. The NWS Board is responsible for ensuring the effective management of Xplore!, planning its future development and compliance with statutory obligations.

All members of the Board, whether Independent (lay) staff or students are required to bring particular behaviours to the Board. They should question intelligently, debate constructively and challenge rigorously, and also listen sensitively to the views of others.



Board members are expected to play an appropriate part in ensuring that the necessary business of the Board is carried on efficiently, effectively, and in a manner appropriate for the proper conduct of public business. They are expected to make rational and constructive contributions to the debate and to make their knowledge and expertise available to the Board as opportunities arise.

2.3 Board members are required to accept collective responsibility for the decisions reached by the Board. Board members elected, nominated or appointed by particular constituencies may not act as if delegated by the group they represent, and may not be bound in any way by mandates given to them by others.

Standards and Proper Conduct of Public Business

3.1 NWS is entrusted with funds, both public and private, and therefore the Board has a particular duty to observe the highest standards of corporate governance. This includes ensuring and demonstrating integrity and objectivity in the transaction of their business, and wherever possible, following a policy of openness and transparency in the dissemination of their decisions. Such diverse funding sources also require that NWS adheres to the good practice appropriate to both the public and private sectors bodies.

3.2 Individual members of the Board and the Board itself should at all times conduct themselves in accordance with accepted standards of behaviour in public life, which embrace selflessness, integrity, objectivity, accountability, openness, honesty and leadership. Individual Board members must also adhere to the requirements set out in Wrexham University's Code of Conduct for members of the Board and must provide such information to the Company Secretary and/or Chair, as may be required to ensure such requirements are met, e.g. disclosure of interests, curriculum vitae or relevant personal information.

2.2 Board Members have a responsibility for ensuring that the Board acts in accordance with the Board's Charitable mission, its aims and objectives and should obtain any further advice from the Clerk in any case of uncertainty.

3.3

It is central to the proper conduct of public business that chairs and Board members should act and be perceived to act impartially, and not be influenced in their role as directors or trustees by social or business relationships. Board members must make a full and timely disclosure of personal interests to the Company Secretary in accordance with the procedures approved by NWS and its parent company Wrexham University. They must, as soon as possible, disclose any interest which they have in any matter under discussion and accept the ruling of the Chair in relation to the management of that discussion, in order that the integrity of NWS as a charity may be seen to be maintained.

3.4 Since NWS is a Charity, Board members have a responsibility for ensuring that the NWS Board exercises efficient and effective uses of the resources of the Charity for the furtherance of its charitable purposes, maintains its long-term financial viability, safeguards its assets, and ensures that proper mechanisms exist to ensure financial control and the prevention of fraud.



The Business of the Board

4.1 Members have a responsibility for ensuring that the NWS Board exercises control over the strategic direction of Xplore! through an effective planning process, and the performance of Xplore! is adequately assessed against the objectives set out by the NWS Board.

4.2 Strategic Planning: The NWS Board has a duty to enable Xplore! to achieve and develop its mission and primary objectives of learning and teaching, and research. This Responsibility includes considering and approving Xplore!'s strategic plan, which sets the aims and objectives of the Charity and identifies the financial, physical and staffing strategies necessary to achieve these objectives.

4.3 Monitoring Effectiveness and Performance: The NWS Board should regularly monitor its own effectiveness and the performance of Xplore! against its planned strategies and operational targets.

4.4 Finance: The NWS Board Financial responsibilities include:

Ensuring the solvency of the NWS Charity and safeguarding its assets, approving the financial strategy

- Approving annual operating plans and budgets, which should reflect Xplore!'s strategic plan, ensuring that funds provided by funding bodies are used in accordance with the terms and conditions specified in the relevant agreements.

- Ensuring the existence, integrity, and monitoring of risk management, control and governance systems

- Receiving and approving annual accounts




4.5 Audit: The NWS Board is responsible for directing and overseeing the arrangements for internal and external audit. (Which they may choose to defer to the parent company, as NWS is part of the Wrexham University Group)

4.6 Human Resource Management: Management: The NWS Board has responsibility for Xplore!'s human resource and employment policy. This includes ensuring that pay and conditions of employment are properly determined and implemented for all categories of employee.

4.8 Equality and Diversity: The NWS Board should ensure that nondiscriminatory Systems are in place to provide equality of opportunity, promoting a culture which supports inclusivity and diversity across the Charity for paid staff and volunteers.

4.9 Health and Safety: The NWS Board carries ultimate responsibility for the health and safety of employees, visitors and other individuals while they are on the NWS premises and in other places where they may be affected by its operations. The Board duties include ensuring that NWS as a written statement of policy on health and safety, and arrangements for the implementation of that policy.

4.10 Members will normally be appointed by the Parent Company Board of Governors (Wrexham University) but will include representation from NWS.



5. The External Role

5.1 Members may be asked to represent NWS externally, to enable them to carry out this role effectively.

5.2 Members may be asked to use personal influence and networking skills on behalf of NWS (the 'door-opening' role).

5.3 Members may be asked to play a role in liaising between key stakeholders and NWS or in fundraising. They will be fully briefed by the NWS to enable them to carry out this role effectively.

6. Personal Attributes

6.1 Members will have a strong personal commitment to NWS mission and objectives

6.2 Members will at all times act fairly and impartially in the interests of NWS as a whole, using independent judgement and maintaining confidentiality as appropriate.

6.3 Members are expected to attend all meetings of the NWS Board or give timely apologies if absence is unavoidable. Meeting dates are normally set at least six months in advance.

6.4 Members are expected to read agenda papers in advance, ask appropriate questions at meetings and engage in debate so as to assure themselves that matters are being appropriately managed by the Board.

6.5 Members should participate in procedures established by the Board for the regular appraisal/review of the performance of individual members and evaluations of the Board. Members should attend any induction activities arranged by NWS and participate in appropriate training events such as those arranged by external organisations which will be drawn to their attention by the Clerk.

6.6 The formal start date and duration of appointment, together with any other relevant considerations, will be set out in an appointment letter.

6.7 The likely overall time commitment required of members is 30- 50 hours per year and would include five Board meetings, two to five committee meetings and a number of additional meetings or events that might require Director attendance e.g awards ceremonies, official openings, special board meetings, induction and development sessions.





Further Information

Further information on the Board of NWS and the University generally can be found at xplorescience.co.uk/our-governance



How to Apply

If you wish to apply to join the Board of NWS please submit your CV with a covering letter setting out your reasons for your interest in joining the to the Clerk yvonne.wake@wrexham.ac.uk

The closing date is for applications is 5.00 pm 30th June 2026

Recruitment Timeline

Interviews: July 2026

