



Railway Preservation Society of Ireland (RPSI)

Trustee Information Pack

Contents

FOREWORD FROM JOHN MCKEGNEY	3
TO APPLY	3
ESSENTIAL DATES AND NEXT STEPS	4
WHAT WE ARE LOOKING FOR	4
TRUSTEE ROLE PROFILE 2019	5
TRUSTEE PERSON SPECIFICATION	6
BACKGROUND TO RAILWAY PRESERVATION SOCIETY OF IRELAND	7
FINANCES	8
OUR VISION	8
OUR MISSION	8
OUR VALUES	8

Foreword from John McKegney Chairman of the Board of the RPSI

Dear Applicant

Thank you for expressing your interest in becoming a Board member of The Railway Preservation Society of Ireland, (RPSI). This is a very exciting time for the society as we seek to build on our success to date and further develop our site as a “must visit” tourist destination at the gateway of the Causeway Coastal Route.

We are looking for people who are willing to join us and dedicate time and energy to the Society and share our passion for preserving and promoting our rich railway and local heritage.

We wish to recruit two new board members with a diverse set of backgrounds, skills and experiences to enable us to grow and be the best we can be. We are seeking to consolidate our success as we continue to transition from being a purely voluntary Society to an Organisation with a mix of paid and voluntary staff.

For the purpose of this document “Trustee” refers to the Directors of the Board of RPSI.

Further information about what we do can be seen on our website
www.steamtrainsireland.com

I am delighted that we are working with Chief Officers 3rd Sector (CO3), to help with the recruitment process. If you have any initial queries relating to the post in the first instance please contact Iris Pendergast at Iris@co3.bz or telephone 028 90 245356.

Yours sincerely

John McKegney

To Apply

Please submit a CV of not more than three A4 pages.

Essential Dates and next steps

1. Please submit your CV to Iris Pendergast by close of business Friday December 7th 2018

Either

Email:

iris@CO3.bz

Or

Post:

Iris Pendergast
Director, Executive Recruitment
CO3
34 Shaftesbury Square
Belfast
BT2 7DB

2. This will be followed up with a conversation with Iris Pendergast from CO3 to talk you through the main roles and responsibilities.
3. This will be followed by a conversation with a purpose with the Chair and the Board Member to see how you meet the criteria set out in the role description and the level of commitment you are able to make in this voluntary role.
4. There will be an opportunity for successful candidates to meet the full Board before they make a commitment to join.

What we are looking for...

Taking account of the range of skills and experience of Railway Preservation Society of Ireland (RPSI) current Board Members, we welcome strengthening the Board's collective portfolio of skills in the following areas:

- *Human Resources*
- *Health & Safety*

This is not an exhaustive list and if there are other skills and qualities that you feel relevant, which would add value to the RPSI Board, we invite you to make an application. We are inviting people from across all sectors who have the relevant skills and connect with the mission and values of RPSI to submit your CV. Railway Preservation Society of Ireland is committed to diversity and equality of

opportunity and welcomes applications from all sections of the community.

Time commitment

The Board's purpose is to oversee governance and drive the strategic direction of the Society. The Board meets 9-10 times per year. Trustees also attend the Annual General Meeting and other strategic/planning meetings. You may also be invited to join a time-bound subcommittee to take forward project work.

Trustee Role Profile 2019

Role purpose: To contribute to the leadership and governance of Railway Preservation Society Of Ireland (RPSI)	
Key accountabilities	Key elements and tasks
To contribute to the leadership of RPSI.	<ul style="list-style-type: none"> • Contribute to the development and monitoring of RPSI's Strategic and Business Plans; • Uphold the aims, principles and values of RPSI; • Represent RPSI at local and regional events; • Communicate, explain and support the decisions of the Trustee Board.
Contribute to effective decision making by the Trustee Board.	<ul style="list-style-type: none"> • Prepare for, attend and contribute to 9-10 Trustee Board meetings each year; • Prepare for, attend and contribute to the Annual General Meeting; • Prepare for, attend and participate in Trustee strategic/planning days; • Participate in Trustee Board committees and working groups; • Represent RPSI at occasional meetings and events; • Apply independent judgement to all issues under discussion at Board meetings.
Fulfil the legal requirements of being a Trustee.	<p>Ensure Railway Preservation Society of Ireland:</p> <ul style="list-style-type: none"> • Fulfils its charitable purposes; • Is financially viable; • Complies with all legal requirements; • Fulfils its responsibilities as an employer; • Understands the importance of good practice in human resources management and staff development; • Is committed to ensuring equality of opportunity in service provision and employment; • Has a process for appointing and monitoring the performance of the Chief Executive.
Understand and promote the goals of RPSI	<ul style="list-style-type: none"> • Use network to promote knowledge of and support for RPSI. • Advocate for RPSI as opportunities arise.

Trustee Person Specification

Those interested in serving as a RPSI Trustee must be able to demonstrate that they:

1. Understand the goals and the aims, principles and values of RPSI
2. Have relevant experience in the Health and Safety and Human Resource sectors either as an employee or on a volunteer basis including serving on a committee or Trustee Board.
3. Have leadership skills, including the ability to be objective, to probe and question, and to act decisively when necessary.
4. Are visionary, creative and passionate about RSPI's mission and prepared to invest energy in its success by learning and understanding its business and its stakeholders.
5. Can bring relevant professional skills to bear on our drive to deliver high quality services to an even wider range of people.
6. Are team players, able to listen and work with others, offering guidance and support, to ensure effective decision-making by the Board.
7. Understand the responsibilities of company directors and charity Trustees, the importance of good governance, and agree to work in accordance with any code (s) of practice agreed by the Board. Ongoing support, learning and development opportunities will be offered to Trustees with this.
8. Are able and willing to act impartially and apolitically.
9. Have strong analytical skills, can assimilate information and grasp complex issues quickly, and then apply independent judgment.
10. Financial acumen to help lead the charity in a changing financial climate.
11. Are good communicators, willing and able to promote the decisions of the Board and the interests of RPSI and its clients.

Candidates must disclose any information about their personal or professional life which in the Trustee Board's perception could bring RSPI into disrepute, including removals from previous governance roles, current or previous membership of organisations which may conflict with the aims, principles and values of the

organisation, or behavior which might be seen to undermine public confidence and trust.

Candidates must also disclose if they have been convicted of a crime which debars them from acting as a company director, or they are an undischarged bankrupt or disqualified to act as a company director.

Candidates must disclose any information which could give rise to a perception of conflict of interest with their role as a RPSI Trustee. This will not necessarily result in an inability to serve on the Board.

Trustee Induction and support

All new Trustees will be offered induction and supporting material.

RPSI Board 2018 – 2019

Chairman	John McKegney	
Secretary	Paul McCann	
Treasurer	Sean Clancy	
Members	Eileen Armstrong	
	Mervyn Darragh	
	Mark Kennedy	<i>(Curator)</i>
	Dermot Mackie	
	Fergus McDonnell	<i>(Dublin based)</i>
	Joe McKeown	<i>(Dublin based)</i>
	Philip Newell	
	Peter Rigney	<i>(Dublin based)</i>
	Peter Scott	

Acting General Manager Siobhan Dillon

Background to Railway Preservation Society of Ireland

The Railway Preservation Society of Ireland was formed in 1964 to preserve Irish steam locomotives, carriages and rolling stock and to operate them on the Irish railway network for everyone to see, appreciate, enjoy and travel on. The Society currently has around 1,000 members from all across the world and it depends on its volunteers to keep its stock of steam and heritage diesel locomotives and trains operational. Today it also has an award winning Museum and Workshop in Whitehead.

Finances

Further details on our financial accounting may be accessed through our Annual Reports

[RPSI Annual Report 2017](#)

[RPSI Annual Report 2016](#)

Our vision

RSPI's vision is to give future generations a glimpse of life from the days of steam and to see the young and old savor the experience of seeing living, working, steam and heritage diesel trains.

Our mission

RSPI's mission is to preserve and restore to working order historic steam and diesel locomotives and rolling stock to operate on the main lines of the island of Ireland and to maintain in good order for display vintage stock and heritage railway artifacts in the Whitehead Railway Museum for the pleasure and information of the general public.

Our Values

The RPSI seeks to have a way of doing things well with safety paramount for staff, volunteers and the general public with an inclusive welcome for people of all ages who wish to avail of our services or work in support of the Society.

Within the Society we expect courtesy, integrity and cooperation from all involved to create a harmonious environment with good communication to allow the Society to function smoothly and effectively.