



Trustee Recruitment Pack – May 2026

About the John Innes Foundation

[The John Innes Foundation](#) is an independent charitable foundation whose mission is to advance the acquisition and application of knowledge about plants and microbes for societal, environmental and commercial benefit.

The Foundation delivers its mission by supporting scientific research, education, training and public engagement, alongside stewardship of a unique collection of historical books and archives. It places particular emphasis on innovation in agriculture and horticulture, and on enabling new ideas and approaches that may not be supported through more traditional funding routes. It retains deeply embedded links with the John Innes Centre (www.jic.ac.uk).

Through its endowment, property and investments, the Foundation provides more than £1.6m in annual funding to support research, infrastructure and people across the Norwich Research Park and beyond. Its support plays an important role in enabling scientific discovery, developing talent and supporting the translation of research into real-world impact.

The Foundation works in close partnership with a range of organisations, including the John Innes Centre, the University of East Anglia and the Royal Norfolk Agricultural Association, contributing to a collaborative environment that connects science, innovation and public benefit, and playing an active role across the Norwich Research Park and its partner organisations.

The Opportunity

The Foundation is seeking to appoint up to two new Trustees to join the current Board of six Trustees. These appointments will support the ongoing work of the Foundation, bringing fresh perspective alongside existing experience and continuity.

Why Join the Board

Trusteeship offers the opportunity to:

- Contribute to the stewardship of a long-established and highly regarded philanthropic foundation
- Help shape how the Foundation supports research, education, innovation and wider public benefit
- Work alongside a small and committed Board with a strong sense of purpose
- See the impact of the Foundation's funding on people, research and institutions over time
- Help guide how the Foundation's resources are used to support long-term scientific, societal and economic impact

The Role of a Trustee

Trustees are collectively responsible for the overall governance of the Foundation, including its direction, financial oversight and long-term sustainability.

Working together as a Board, Trustees ensure that the Foundation's resources are managed responsibly, its charitable aims are fulfilled, and its activities remain aligned with its mission.

Trustees take part in discussions and decisions, bringing their experience, judgement and perspective. This includes considering and approving grants and other forms of support, and providing oversight of the Foundation's assets, including its investments and property.

The Foundation's day-to-day activities are carried out by contracted support, working on behalf of the Trustees. Trustees do not have a day-to-day operational role but work closely with those providing this support and engage with partners where appropriate.

Key Responsibilities

Trustees are expected to:

- Contribute to the overall direction of the Foundation
- Ensure that the Foundation's resources are used responsibly and in line with its charitable aims
- Consider and approve grants and other forms of support
- Oversee the Foundation's financial position, including its investments and property, supported by professional advisers
- Prepare for and attend Board meetings, having read papers in advance
- Contribute to one or more sub-committees or areas of focus, including scientific, financial, property or governance matters, drawing on individual skills and experience

- Work collaboratively with other Trustees, bringing constructive input and challenge
- Support the Foundation's relationships with key partners where appropriate
- Act as an ambassador for the Foundation where appropriate, supporting its profile and relationships

Time Commitment

The Board meets three times a year. This includes two online meetings and one in-person meeting in Norwich, which takes place over two days.

In addition, Trustees are expected to prepare for meetings by reading papers in advance, and to contribute to sub-committees or other areas of work as appropriate. Sub-committee meetings are usually held remotely.

Trustees may also be invited to take part in occasional visits, events or discussions with partners, depending on their interests and availability.

Overall, the time commitment is designed to be manageable alongside other responsibilities, while allowing Trustees to remain engaged in the work of the Foundation.

Remuneration

Trustees receive remuneration for their role, in line with Charity Commission approval.

The current level of remuneration is £7,375 per annum, reflecting the responsibilities associated with the role.

What We Are Looking For

We are seeking individuals with the experience and judgement to contribute effectively at Board level and support the long-term success of the Foundation.

This will include some or all of the following:

- Sound judgement and the ability to contribute to balanced, well-informed decision-making
- An interest in science, research, education, enterprise or philanthropy
- Strategic thinking and an interest in how scientific ideas can be developed into practical benefits, including through innovation, enterprise or commercialisation
- Experience in, or willingness to engage with, areas such as finance, investment, property, education, governance or science

- Strong interpersonal skills and the ability to work collaboratively
- The ability to build relationships and act as an advocate for the Foundation and its work

We welcome a range of perspectives and experience and are particularly interested in individuals who share a commitment to the Foundation's purpose and long-term impact.

How to Apply

If you are interested in becoming a Trustee, we would be pleased to hear from you.

Please send your CV and a short supporting statement (no more than one page) outlining:

- Your interest in the role and the work of the Foundation. Please make it clear in your supporting statement that you have a general understanding of the Foundation's work
- The experience, perspective or skills you would bring to the Board
- Any particular areas of the Foundation's work that are of interest to you

We would encourage expressions of interest over the coming weeks, although we are happy to have informal conversations at any time.

We will then arrange a conversation with selected candidates to explore the role further. There may also be an opportunity to visit Norwich Research Park and learn in greater detail about the Foundation's work.

Any appointment is made by the Board of Trustees and will be subject to the usual eligibility checks for charity trustees.

Term of Appointment

Trustees are appointed by the Board in accordance with the Foundation's Articles of Association.

Trustees serve an initial term of five years and may be reappointed for further terms.

We would be happy to have informal conversations with prospective candidates in advance of application.

Please send your CV and supporting statement to:

Dr Samantha Fox - foundationdirector@johninnesfoundation.org.uk