

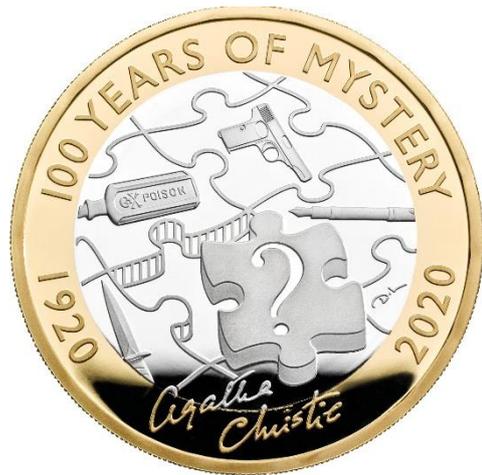


**Chair of the Royal Mint Advisory Committee**  
**Recruitment Information Pack**  
**November 2020**



## **Contents**

Welcome Note	3
About the Royal Mint Advisory Committee	4
Candidate Specification	4
Time Commitments	6
Recruitment	6
Equal Opportunity	7
Timetable	7
How to Apply	7
Complaints	8



One of the initial drawings received for the Agatha Christie two-pound coin (left) and the final coin (right).

## **Welcome Note from the Royal Mint Advisory Committee**

Dear Applicant,

Thank you for your interest in this role. The Royal Mint Advisory Committee (RMAC) is an organisation with an outstanding place in the cultural history of the United Kingdom. Established in 1922 with the approval of George V, since then we have sought to continually raise the standard of numismatic and medallic art in the UK. From innovative designs in the 1930's, to the 1977 Silver Jubilee Crown, the 2012 London Olympics and the new £1 coin, we have been at the forefront of the UK's most iconic coin designs. Furthermore, working with Government departments throughout Whitehall, we have led efforts to design medals, seals and decorations for several organisations across the nation. We actively engage with partners from public life in the UK to provide independent, bold advice on numismatic matters, ensuring excellence in delivery. We take a long-term view, understanding the permanent nature of coinage and this philosophy, of expertise in public service, is a core tenet of our operations.

We have several high-profile partners and stakeholders, including HM Treasury, Cabinet Office and the Crown.

We wish you the very best of luck with your application.

*Kevin Clancy, Secretary to the Royal Mint Advisory Committee*

*November 2020*

## **About the Royal Mint Advisory Committee**

### **Our work**

**United Kingdom coinage:** We advise the Chancellor of the Exchequer, as Master of the Mint, and ultimately the Crown on designs for new United Kingdom coins. Generally, competitions are run between artists, or in limited cases the public, to prepare designs that RMAC judges on its artistic merit and whether it is significant to the nation.

**Official medals, seals and decorations:** Every official medal issued since 1922 has come through RMAC, and we continue this proud tradition by advising Government departments on medals, seals and decorations. Generally, these are instigated by Government departments, with approval of the Crown or a Royal warrant and the Committee seeks initial designs from several specialist artists.

### **Our partners**

We deal with several Government departments in our work. However, coin designs are approved by the Chancellor of the Exchequer, before Royal approval by the Crown. Furthermore, when designing medals, seals or decorations we work closely with the sponsoring department, Cabinet Office and the Crown to ensure excellence in the delivery of our brief. We have championed a close, successful working relationship with Government departments across the United Kingdom, and we will look to strengthen these relationships further, moving forwards.

### **Membership**

Our members are appointed by the Crown, on the recommendation of the Chancellor of the Exchequer and the Prime Minister. Members serve for an initial term of five years, with the opportunity of reappointment for a second term of five years. The committee has an average size of twelve.

Appointments to the committee, which is classified as an Advisory Non-Departmental Public Body (lower tier), are regulated by the Office for Commissioner for Public Appointments. HM Treasury is the sponsoring governing department.

Ourselves, HM Treasury and the Royal Mint celebrate diversity in all our work and promote equality of opportunity. The Royal Mint and HM Treasury are disability confident employers.

We encourage applicants from all backgrounds, irrespective of race, age, disability, gender, marital status, religion, sexual orientation and transgender.

## **Candidate Specification**

The RMAC is seeking a new chair who will play a central role in the committee's task of recommending designs for United Kingdom coins, official medals, seals and decorations. The chair will take the lead in raising the standard of numismatic art in the United Kingdom.

The new chair will therefore be responsible for leading numismatic design in the United Kingdom, collaborating closely with Government departments, the Royal household and the Royal Mint. This role will involve leading all aspects of new and innovative ways of commemorating events, individuals and symbology of national significance in numismatic form. The outstanding nature of the RMAC’s role builds significant opportunity for creativity and expression moving forwards.

The chair of the RMAC will lead and guide meetings of the committee, reaching consensus on various design proposals and ultimately advise HM Treasury, other government departments and the Crown on artistic excellence in design. This requires a dedication to the values and purposes of public life; a focus on artistic taste; and crafting a culture that is expansive, encouraging a diversity of opinion.

The RMAC chair is responsible for leading the committee in an ethical manner, acting impartially, ensuring effective governance and excellence in delivery.

**The role of the Chair requires the following specific skills:**

<b><i>Required:</i></b>	<b><i>Desirable:</i></b>
<b>Influencing and Communicating</b>	<b>Government Engagement</b>
Offering a clear lead in discussions, with a preparedness to work towards consensus on difficult matters involving artistic taste.	An understanding of engaging government departments and the Royal Household. If direct experience is not available, successful candidates should demonstrate an ability to gain this understanding.
<b>Independence and Impartiality</b>	<b>Artistic Understanding</b>
Independence and impartiality developed through experience chairing/engaging meetings at a senior level, providing the ability to give objective and frank advice to government officials.	An understanding of artists and designers currently working in Britain, with a knowledge of the political and artistic implications of decisions taken with respect to United Kingdom coinage and official medals.

**The successful candidate will have:**

<b><i>Required:</i></b>	<b><i>Desirable:</i></b>
A record that demonstrates a strong awareness of the visual arts, of historical and cultural trends and a highly developed aesthetic sense.	Experience as a senior figure in the art and design community, or several years’ experience leading a national institution or be a respected public figure with an interest in art and design.

**Any successful candidate will be expected to abide by the Seven Principles of Public Life, these are:**

1. Selflessness
2. Integrity
3. Objectivity
4. Accountability
5. Openness
6. Honesty
7. Leadership

More information on the Seven Principles can be found here:

<https://www.gov.uk/government/publications/the-7-principles-of-public-life/the-7-principles-of-public-life--2>

As part of the recruitment process, this will be reviewed in due diligence checks, including social media checks that will be undertaken on short-listed candidates.

### **Time Commitments**

Members serve for an initial term of five years, with the opportunity for reappointment for a second term of five years. The Chair is expected to commit to attending six RMAC meetings per year. These meetings occur over one day. The first meeting of 2021 will occur in February. In between meetings, light level contact is expected.

The membership of the Royal Mint Advisory Committee does not receive remuneration. This role is not remunerated.

### **Recruitment**

The recruitment process will include an interview. The selection panel make a recommendation to HM Treasury who are responsible for proposing RMAC chair appointments to the Prime Minister, who in turn recommends appointments to Her Majesty the Queen.

If you have any interests that might be relevant to the work of the Royal Mint Advisory Committee, and which could lead to a real or perceived conflict of interest if you were to be appointed, please provide details in your covering letter.

## **Equal Opportunity**

The Royal Mint and HM Treasury embrace diversity and promote equality of opportunity; we encourage applicants from all backgrounds, irrespective of race, age, disability, gender, marital status, religion, sexual orientation and transgender.

The Royal Mint and HM Treasury are disability confident employers.

## **Timetable**

The selection panel will be chaired by Andrew Burnett, a former Deputy Director of the British Museum. Other members of the panel will include a senior representative of HM Treasury. Sarah Tebbutt, Director of People and Strategy at National Savings and Investments will also sit on the selection panel as an independent member to help ensure a process of fair, independent and open assessment.

The recruitment timetable: (preliminary dates to be confirmed)

Closing date for receipt of applications	<b>27 November 2020</b>
Interview with selection panel*	<b>TBC</b>
Possible interview with the Exchequer Secretary to the Treasury**	<b>TBC</b>
Anticipated start date	<b>January 2021</b>

\*Due to the Covid-19 situation, interviews will be conducted virtually. Further details will be provided closer to the time.

\*\*Candidates recommended as suitable for appointment may be required to attend an interview with the Exchequer Secretary to the Treasury.

## **How to Apply**

The closing date for applications is 23:00 on 27 November 2020. To apply for this role please send applications to:

[Kevin.Clancy@royalmint.com](mailto:Kevin.Clancy@royalmint.com)

### **All applications must include:**

- The role title and reference in the subject line;
- A CV, which provides details of your qualifications, employment history, skills and experience;
- A covering letter in which you succinctly address how your skills meet the requirements of the role;
- Names of at least two referees who may be contacted at short list stage, i.e. before final interview;
- Confirmation from you that you are happy for HM Treasury or HM Government to undertake any vital background checks, including career, credit and qualifications, or

similar at the appropriate stage in the process. No checks will be undertaken without your prior knowledge.

Furthermore, the following forms should be also be completed and attached to all applications:

- Diversity Monitoring Form: Annex 1
- Disability Confident Scheme, Political Activity, and Conflict of Interest Questionnaire: Annex 2

All applicants are encouraged to review the Public Appointment Recruitment Privacy Notice which can be found at Annex 3. If you have any questions about the appointment or the process, please do not hesitate to contact us by email at [Kevin.Clancy@royalmint.com](mailto:Kevin.Clancy@royalmint.com)

## **Stay informed**

You can keep up to date with news about HM Treasury and the Royal Mint through a range of communication channels:

HM Treasury: <https://www.gov.uk/government/organisations/hm-treasury>

Twitter: @hmtreasury

Royal Mint: <https://www.royalmint.com/>

Twitter: @royalmintuk

## **Complaints**

This campaign is regulated by the Commissioner for Public Appointments and as such, if you are not completely satisfied with the departmental response to your complaint, you may refer it to the Office of the Commissioner for Public Appointments, at this [link](#).