



Appointment of

Director

February 2026 EBYFA



BENJAMIN
FRANKLIN
HOUSE

36 Craven Street, London

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Welcome from Chair, John Studzinski

This is a remarkable and pivotal moment to be involved with Benjamin Franklin House. Since opening to the public as the world's only remaining Franklin residence, we have worked to bring his life, science and ideas vividly to life in the very rooms where he lived and experimented, creating an historic space that feels alive, relevant and welcoming to all.

In recent years, we have seen record visitor numbers, expanded our learning programmes for schools and universities, hosted thought-provoking talks and events, and shared Franklin's story with audiences around the world. These achievements reflect the strength of the organisation and the commitment of our team, trustees and partners.

As we look ahead, the appointment of a new Director will be central to shaping the next chapter of Benjamin Franklin House. This is a leadership role with real opportunity: to set a compelling vision, develop and deliver strategy, manage and strengthen the organisation, and lead our approach to fundraising and long-term sustainability. At a time of significant pressures across the heritage and cultural sectors, strong, imaginative leadership has never been more important.

We have worked hard to establish Benjamin Franklin House as both a distinctive heritage landmark in the heart of London and a dynamic centre for discussion about democracy, innovation and transatlantic history. Building on these foundations, we have ambitious plans for the years ahead: to deepen our educational impact, grow our digital reach, broaden our partnerships and ensure that more people from more backgrounds can connect with Franklin's legacy in meaningful ways.

The 250th anniversary of the United States this year offers a particularly powerful moment to build upon. It presents an opportunity not only to reflect on Franklin's enduring influence, but also to position Benjamin Franklin House as a leading space for contemporary dialogue about shared histories, ideas and futures, engaging audiences on both sides of the Atlantic and beyond.

If you think you have the vision, leadership skills and experience to take on this exciting and unique opportunity, we would be delighted to hear from you.

John Studzinski



About

The Benjamin Franklin House is the world's only surviving residence of Benjamin Franklin, offering a rare and tangible connection to one of the most influential figures of the Enlightenment and the American Revolution.

Situated in the heart of Westminster, just moments from key sites of British government and international diplomacy, it is an internationally significant historic site and an active centre for education, diplomacy, and cultural exchange. Within its eighteenth-century walls, visitors encounter innovative museum experiences and public events that illuminate Franklin's life in London and his enduring legacy in science, politics, and civic society.

The House also serves as a meeting point for UK-US dialogue, welcoming schools, universities, policymakers, and cultural partners to explore themes of democracy, innovation, and transatlantic collaboration.

Following the successful completion of a major National Lottery Heritage Fund project and celebrating the anniversary of American independence in 2026, the House is entering a pivotal new phase. This moment creates a unique opportunity to deepen its educational reach, grow its audiences, and strengthen its role as a hub for international cultural relations and historical scholarship.

The Director will lead the organisation into its next chapter—building on recent transformation to ensure long-term sustainability, relevance, and impact, while safeguarding the integrity of the historic building and collections. Working closely with the Board, staff, volunteers, and external stakeholders, the Director will shape a bold vision for the future, expand partnerships and income streams, and champion the House as a dynamic, outward-facing institution at the intersection of heritage, learning, and public engagement.





“Dedicated to advancing education for the public benefit by preserving the world’s only remaining Franklin home as a dynamic museum”



BENJAMIN
FRANKLIN
HOUSE

36 Craven Street, London

Key Facts

1st

De facto US
Embassy

2

English
Heritage
Blue
Plaques

1730

The year the house
is built

140,000

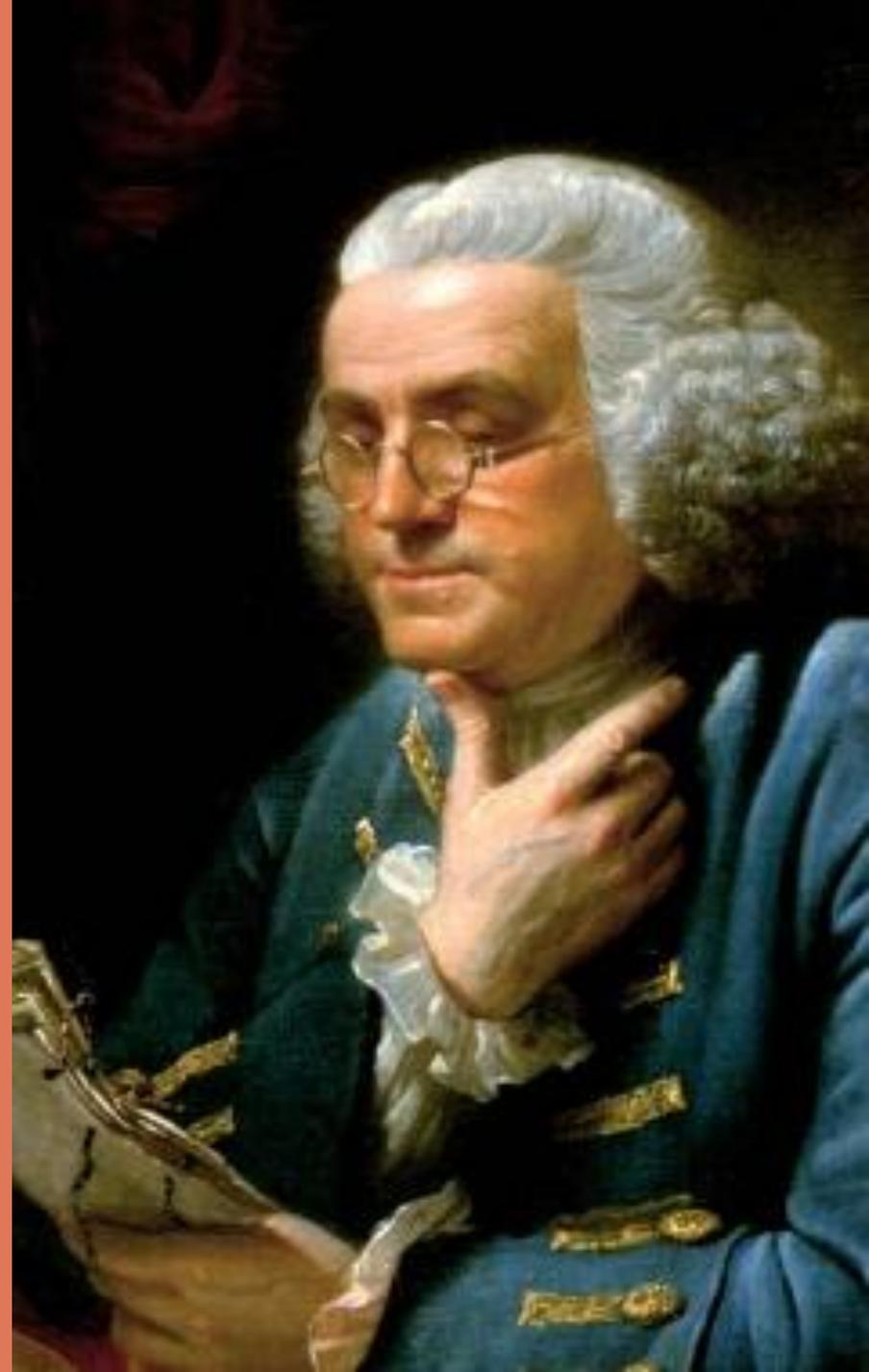
Visitors



The world's
only remaining
home of
Benjamin
Franklin



Dedicated to
advancing
education



The Role

Purpose of the Role

The Director is the Chief Executive and Accounting Officer of The Benjamin Franklin House, providing strategic, creative, and operational leadership. Reporting to the Board of Trustees, the Director is responsible for delivering the charity's mission, ensuring good governance, financial sustainability, and the conservation of the Grade I listed building.

The role combines executive management with public-facing advocacy, overseeing fundraising, programming, audience development, conservation, and operations. The Director is the principal ambassador for the House, nationally and internationally

Key Responsibilities

Strategic & Creative Leadership

- Lead the organisation's post-NLHF transformation, embedding best practice in governance, operations, and audience engagement.
- Shape and deliver the long-term vision for the House, including the Franklin Forum and Semi quincentennial (2026) programmes.
- Serve as intellectual and creative lead for exhibitions, public programmes, and digital initiatives.
- Ensure the House remains a dynamic centre for education, diplomacy, and cultural exchange.
- Foster a values-led organisational culture of excellence, curiosity, and collaboration.

Key Responsibilities

Fundraising, Partnerships & External Relations

- Lead and deliver a robust fundraising strategy across:
 - Trusts and foundations
 - Corporate sponsorship
 - Major donors and individual patrons
- Develop, implement and grow the Franklin Circle and other high-level supporter programmes.
- Cultivate strategic partnerships with cultural, academic, diplomatic, and governmental bodies in the UK and internationally.
- Act as a principal spokesperson and advocate for the House, representing the organisation to funders, embassies, media, and stakeholders.
- Support trustees in their fundraising and ambassadorial roles.
- Lead the development, writing, and submission of major grant applications to trusts, foundations, and public funders, working with staff and trustees as appropriate.

Governance, Finance & Compliance

- Act as Chief Executive and Accounting Officer, with overall responsibility for the delivery of the charity's objects and public benefit.
- Serve as the principal liaison between the organisation and the Board of Trustees.
- Prepare and present Board papers, management accounts,

budgets, risk registers, and strategic reports.

- Oversee an annual budget of £250k+, ensuring effective financial controls, cashflow management, and value for money.
- Ensure full compliance with:
 - Charity Commission requirements (annual return, trustees' report, statutory accounts)
 - Employment law, GDPR, licensing, and contractual obligations
- Maintain and implement organisational policies, including safeguarding, health & safety, equality, diversity and inclusion, environmental sustainability, and whistleblowing.

Financial Sustainability & Income Generation

- Develop and deliver a balanced and resilient financial model combining:
 - Fundraising income
 - Earned income (admissions, events, venue hire, retail, publications)
 - Sponsorship and partnerships
- Lead long-term financial planning, reserves policy, and scenario modelling.
- Identify and develop new income opportunities to ensure sustainability.

Audience Development, Marketing & Impact

- Drive audience growth and diversification locally, nationally, and internationally.
- Oversee marketing, communications, PR, and brand stewardship across physical and digital platforms.
- Ensure robust monitoring, evaluation, and impact reporting, including KPIs relating to:
 - Visitor numbers and experience
 - Learning and education outcomes
 - Fundraising performance
 - Media reach and reputation
- Report impact clearly to trustees, funders, and stakeholders, including NLHF legacy outcomes.
- limits, and staff management.

People, Volunteers & Operations

- Lead and support a small, multidisciplinary staff team, managing performance, wellbeing, and professional development.
- Act as the charity's senior employer representative, ensuring best practice in HR, recruitment, and succession planning.
- Oversee the volunteer programme, ensuring effective recruitment, training, safeguarding, and engagement.
- Oversee daily operations, including visitor experience, facilities, and administrative systems.

- Implement digital and operational systems to improve efficiency and reporting.

Conservation, Estate & Risk Management

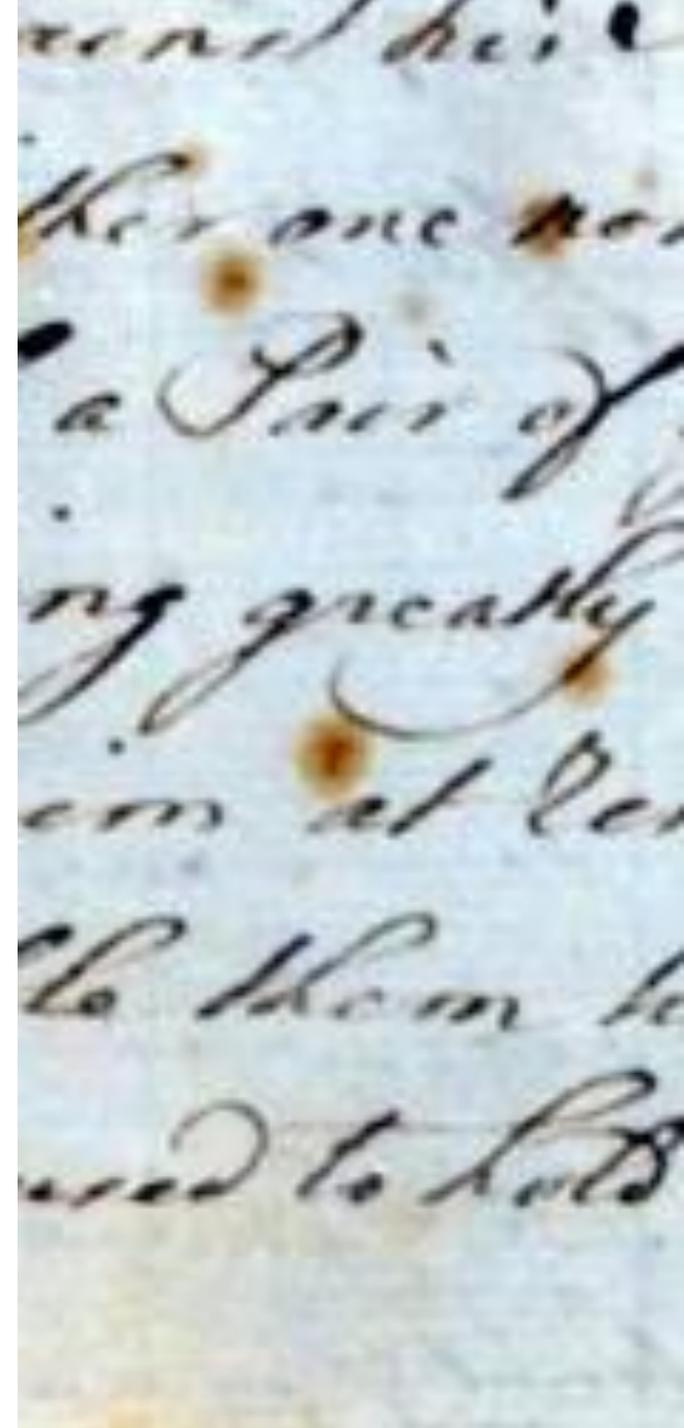
- Oversee the strategic conservation and care of the Grade I listed building, including:
 - Implementation and review of the Conservation Management Plan
 - Planned maintenance and capital investment planning
- Liaise with Historic England, conservation specialists, architects, and surveyors.
- Maintain responsibility for organisational risk management, business continuity, and crisis response, including safeguarding and reputational risk.

Reporting & Accountability

Reports to: Chairman of the Board of Trustees

Direct reports: As determined by organisational structure

- The Director is appraised annually by the Chairman, with objectives agreed by the Board of Trustees.
- The Director holds delegated authority for day-to-day operational decisions, budget management within agreed limits, and staff management.



“presenting the excitement and uncertainty of Franklin’s nearly 16 years in London”



Person Specification

This role calls for an inspiring and strategic leader who will steward a place of exceptional historic and cultural significance into its next chapter. The successful candidate will combine strong organisational leadership with a passion for heritage, education, and public engagement, working collaboratively with trustees, partners, and stakeholders to strengthen impact, sustainability, and reach. The following person specification outlines the essential and desirable experience, skills, and values required to thrive in this role.

Essential

- Senior leadership experience in the cultural, heritage, museum, or charitable sector.
- Proven success in income generation and fundraising (including grant writing).
- Strong financial literacy, including budget management and reporting.
- Outstanding communication skills and confidence as a public speaker and advocate.
- Experience working with boards or trustees.
- Demonstrable commitment to equality, diversity, and inclusion.
- Passion for historic preservation, education, and public engagement.

Desirable

- Experience with Grade I listed buildings or historic estates.
- Familiarity with UK and US philanthropic cultures.
- Experience of digital engagement platforms (e.g. Bloomberg Connects).
- Knowledge of heritage conservation, education programming, or cultural diplomacy.

Terms of Appointment

Location: 36 Craven Street, London

Salary: £60,000 - £70,000
depending on experience

Pension: 3% employer contribution

Annual leave: 20 days plus UK Bank
Holidays

Hours: 40 hours per week with
regular evening and weekend work
required for events and
representation. TOIL (Time off in
lieu) policy in operation

Due diligence

Due diligence will be carried out as
part of the application process,
which may include searches
carried out via internet search
engines and any public social
media accounts.



How to Apply

Saxton Bampfylde Ltd is acting as an employment agency advisor to The Benjamin Franklin House on this appointment.

Candidates should apply for this role through our website at www.saxbam.com/appointments using code **EBYFA**

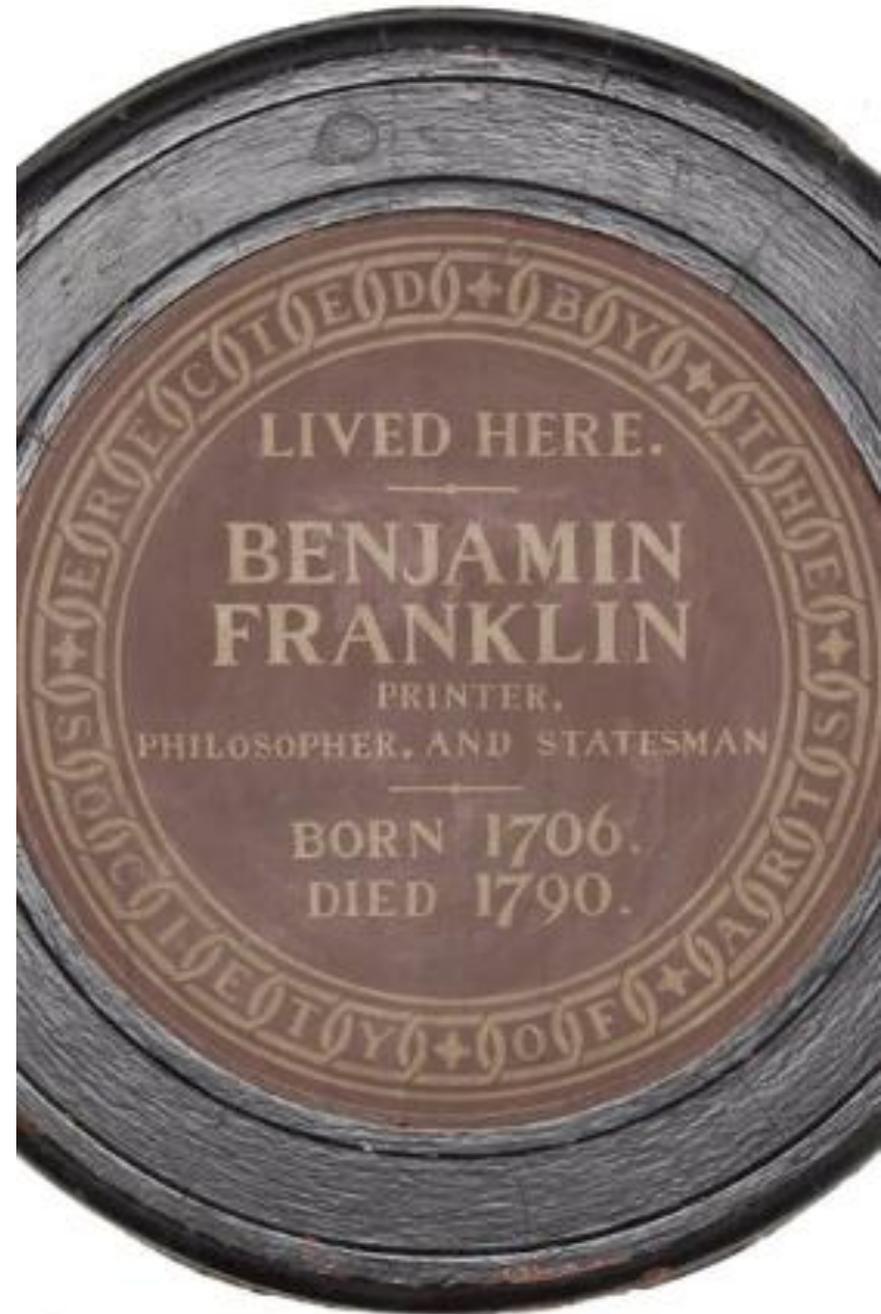
Click on the 'apply' button and follow the instructions to upload a CV and cover letter and complete the online equal opportunities monitoring* form.

The closing date for applications is noon on **Wednesday 1st April 2026**.

* The equal opportunities monitoring online form will not be shared with anyone involved in assessing your application. Please complete as part of the application process.

GDPR personal data notice

According to GDPR guidelines, we are only able to process your Sensitive Personal Data (racial or ethnic origin, political opinions, religious or philosophical beliefs, trade union membership, genetic data, biometric data, health, sex life, or sexual orientation) with your express consent. You will be asked to complete a consent form when you apply and please do not include any Sensitive Personal Data within your CV (although this can be included in your covering letter if you wish to do so), remembering also not to include contact details for referees without their prior agreement.





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