



We're recruiting
for directors



Are you director material?

You may be interested to hear that we are recruiting for two or three new board members in 2020.

We would really appreciate your support and look forward to hearing from those with the time to get involved, and particularly from those with any experience in the areas mentioned in the following pages. However, we would also encourage younger applicants and those with a 'can-do' attitude, willing to help out with everyday tasks.

The following pages outline details of the roles and the recruitment process; if after reading you are interested don't hesitate to contact myself, Francis Parffrey or Andy Williamson. If you'd like to apply please email:-

- **A short CV outlining your work experience, training and voluntary/board roles.**
- **A statement of why you want to join Ashburton Arts as a Board Member.**
- **How your experience is relevant to the role and the skills mentioned.**

to Francis.parffrey@gmail.com by the 3rd December 2019.

Don't hesitate call if you'd like to talk more- and thank you for your continued support.

*Dr Su Maddock
Chair Ashburton Arts
@sumaddock
07739 102489*



Ashburton Arts is now into its 3rd year of extremely successful operation, with a full diary of Arts and community events for the coming months and into 2020. Many challenges have been overcome along the way to ensure events run smoothly.

All that has been achieved would not have been possible without the dedication of the current board and Ashburton Arts' amazing volunteers.

It is time now to consider the future and what comes next for the Arts Centre; The Board have identified three areas for future focus as crucial to the long life of the Centre.

- 1. Building:** We have a plan and we have also have an idea of what is and isn't possible at the moment in financial and practical terms; we are also aware the building has fantastic potential which as yet we have not managed to develop. Creative realistic thoughts and plans for hosting alternative events (i.e. Safe gallery space) and also disabled access to the Studio are on our wish list.
- 2. Fundraising and Business Planning:** We have applied for grants with mixed success. We have some knowledge in this area but feel that, in this competitive and challenging fundraising environment, Ashburton Arts would benefit from shoring up its in-house expertise in the area of fundraising and business planning.
- 3. Arts Planning and Management:** We are very busy with events and receive emails every week from artists wanting to perform at the Centre. Organising all of this takes a lot of work and although we already have expertise, to effectively plan for the future we need to increase our arts management expertise (e.g. tasks aligned to running events identified and delegated to trained volunteers etc).

*We will be looking for people with **passion, enthusiasm and commitment.***



Role Overview

The board of directors at Ashburton Arts has responsibility for managing all the assets and activities of Ashburton Arts Ltd as a whole. The Centre has no staff or managers and consequently individual board members have operational responsibility as well as a governance role.

The organisation is constantly evolving and board members have to be strategic and practical, committed to the local community and extremely flexible.

We will be interested in your journey and involvement in project development as well as your specific skills and work experiences.

Main Responsibilities

All board members share responsibility for the values and objectives of AA as well as acting in accordance with good governance principles and abiding by our constitutional rules:

- Agree business plan and objectives.
- Agree arts strategies and objectives plans.
- Ensure that there is the capacity and competence to deliver objectives.
- Determine the balance between future strategies and scrutinising existing practices.
- Highlight any potential risk to the company including financial risk.
- Ensure AA affairs are conducted lawfully.
- Approve budgets and accounts.
- Effective framework for delegation, managing volunteers and staff.
- Appoint staff.
- Monitoring performance.

Experience

Competences required of board members include a capacity to:

- Think strategically about Ashburton Art's programme, business environment and audiences.
- Agree a clarity of purpose, values and objectives and review regularly.
- Understand roles, responsibilities and communication channels.
- Be honest and transparent and sensitive to needs of others.
- Be open to challenge and responsive to suggestions.
- Able to collaborate.

With a personal commitment to:

- Supporting and promoting AA to other organisations and partners.
- Championing particular areas of work and processes.
- Contributing to development ideas and leading work projects.

Additional Information

The Arts Centre is a new project in the early stages of development and applications from those who are enthusiastic practical organisers, interested in good governance are welcome.

We are particularly interested in skillsets that include something of the following:

- Architecture & building project development.
- Fundraising.
- Art's programme management.

Ashburton Arts Terms of Reference

Board members are expected to:-

- Attend at least 70% of board meetings.
- Read and prepare papers for board meetings.
- Uphold confidentiality.
- Show respect to everyone involved.
- Raise concerns with the Chair as appropriate.

Time commitment:

We are looking for people with relevant skills, preferably local and able to be available for some evenings and weekends. We encourage board members to also attend some performances and be willing to help with stewarding and training. Visits to other Arts Centres in the region are encouraged.

Remuneration:

There is no remuneration for this role: travel and training expenses will be paid as appropriate.

Equalities:

Ashburton Arts welcome applications from everyone, including younger people.



Ashburton Arts Board Recruitment Timeline

30th Oct	Agree with current Board process and reasoning outlined here
3rd Nov	Announcement at public meeting, take contact details as required
4th Nov	Roles advertised for 3 weeks with role description and expectations
3rd Dec	Closing date; Board representatives to sift applications in line with Ashburton Arts' priority requirements
9th Dec	Try to arrange interviews for this week (evenings)
16th Dec	Aim to let people know before Xmas
6th Jan	Induction
15th Jan	January Board Start Date

