

## **Suffolk Artlink Trustee Recruitment**

Suffolk Artlink is looking for dynamic individuals to join the Board of Trustees. It is an exciting time for Suffolk Artlink as we work towards a new strategic vision, developing our practice and changing more lives. We are also looking to appoint a new Chair.

### **About Suffolk Artlink**

Suffolk Artlink is a participatory arts charity. We develop and deliver inclusive arts programmes in communities that bring change to peoples' lives.

We work with people who face barriers to taking part in the arts including young people, older people, family carers and people with learning disabilities.

Our work helps people enjoy improved wellbeing and confidence, develop their artistic and life skills and build new friendships and support networks.

Our activities are led by experienced arts practitioners, encompass a rich variety of art forms and are delivered in close partnership with care, education, voluntary and community organisations.

We have a reputation for creating collaborative partnerships and delivering sustainable artistic models. As a reflective organisation we are able to develop best practice and share our knowledge and expertise with the wider sector.

### **Our Strategic Aims:**

1. To address the needs of more people
2. To be recognised as sector leaders in participatory arts
3. To be a more sustainable organisation

### **Our values**

- **Person centred** - reflecting the needs of our participants and placing them at the heart of our work by including them throughout the process of developing and delivering our programmes
- **Inclusive** - promoting access for all (including participants, staff, artists and Trustees) through creating safe and supportive environments to work in

- **Impactful** – having a lasting transformative impact on the people and partners we work with and the sector
- **Professional** – good management practices supported by efficient systems and skilled staff and artists; artists are recognised for their creative and engagement skills
- **Reflective** – flexible and responsive delivery that adapts to ongoing learning; evaluation is appropriate and embedded, learning is shared with others
- **Inspiring** – participants are engaged and challenged by the practice of professional artists, work is shared and celebrated with the wider community
- **Collaborative** – outreach working in partnership with communities, artists and organisations

## **Why we need new Trustees**

Vacancies on the Board have recently opened up due to a number of Trustees reaching the end of their term in the last year. Typically Trustees serve two terms of three years. It is an exciting time to join Suffolk Artlink and the Board is focussed on supporting the strategy for the organisation for the next three years.

We are also interested in anyone who may want to provide support to the organisation e.g. through pro-bono services, mentoring etc but who may not want to / is not able to join the Board as a full Trustee. If this is something you would like to pursue, please contact the Co-Directors or Chair for a further discussion.

## **Our current Trustees**

We currently have six Trustees who all bring different skills and experience to the governance of Suffolk Artlink. The Trustees have a variety of backgrounds including organisational development, finance, leadership, media, inclusive practice and disability arts. We also have a Young Shadow Trustee.

## **Being a trustee**

The Board of Suffolk Artlink is legally responsible for the charity. The legal duties as set out by the charity commission include:

1. Ensure the charity is carrying out its purposes for the public benefit
2. Comply with the charity's governing document and the law
3. Act in the charity's best interest
4. Manage the charity's resources responsibly

5. Act with reasonable care and skill
6. Ensure your charity is accountable

More guidance on the legal and financial responsibilities of the Board can be found at [www.gov.uk/government/publications/the-essential-trustee-what-you-need-to-know-cc3](http://www.gov.uk/government/publications/the-essential-trustee-what-you-need-to-know-cc3)

Suffolk Artlink Trustees lend their skills and expertise to developing the strategy of the organisation, providing governance for the organisation and support for the staff team. Trustees actively participate in activities related to their interests including fundraising, networking, advocacy and communications.

Alice Whitney our current Vice-Chair shares her experience as a Suffolk Artlink Trustee:

"I became a trustee in December 2015 having recently moved back to the region, and being keen to devote some of my time to my local community. It is a relationship that I am very proud of. The community at Suffolk Artlink is an incredible one; it is friendly and nurturing as well as an essential and effective organisation for the county. As a trustee, I am encouraged and supported to bring my skillset and experience to the table, and have been able to get really active across a variety of activities within the organisation. I really enjoy the 'work' that I do with them as I also get to work alongside such a wide range of people, from their professional artists to our participants and volunteers.

Suffolk Artlink has been integral to my settling back into the region and becoming an active part of the community. It stretches me in that I am applying my skillset to a sector which is different from that I normally work in. It has expanded my horizons and enabled me to explore myself both professionally and personally. There is a lot of satisfaction to be had from contributing to the organisation's work too of course.

As a trustee at Suffolk Artlink, you are supported to give as much of your time and expertise as you can, and we are a very committed and active board. Given the current wider climate, it is an interesting time to be working in this sector. It is sometimes challenging, but at Suffolk Artlink we are always very creative and positive in how we approach the future. I believe we are in an ideal position to extend our reach and influence, and I welcome the arrival of additional Trustees to support us in our growth."

### **Some qualities, abilities and skills we are looking for**

We are looking for Trustees who have a strong resonance with our values and a range of relevant experience including:

- A strong interest in the arts and the benefits of taking part in creative activities
- A reflective approach
- A strong belief in social inclusion
- Strong links with relevant networks within Suffolk and nationally (particularly health/wellbeing and local authority networks)
- Strong connections to the people we work with and/or organisations who represent them
- Experience of leading fundraising activities on behalf of a charity
- Time and energy to commit to their role

Suffolk Artlink values diversity and inclusive practice and has ambitions for the Board to better represent our communities. As such, we particularly welcome interest from people with protected characteristics.

We will work with any successful applicant to ensure there are no barriers to engaging with the Board and its commitments.

### **The annual pattern of meetings and commitment levels**

The Board currently meet every quarter on Mondays at 5pm. Meetings alternate locations between our offices in Halesworth and a venue in Stowmarket. We also hold an annual away day session that usually takes place during working hours. Travel expenses are offered to Trustees for attendance at Suffolk Artlink meetings and events. Virtual attendance at meetings is supported where possible.

There is an expectation that Trustees attend all meetings and the away day sessions where possible and undertake to visit our projects that take place throughout the year, either at public showcases or during regular project activity. Trustees take part in sub-committees relevant to their area of expertise/interest. These sub-committees meet between Board meetings to focus on specific tasks (e.g. fundraising, strategy). These meetings may be online as well as face to face.

### **Chair of the Board**

Suffolk Artlink is also looking for a new Chair. For further information on this role, please contact Alex Casey, Co-Director for a role description and how to apply.

### **The process**

Interested candidates are invited to write a brief letter outlining why you are interested in joining and what you may be able to bring to the Board. Please email expressions of interest to [alex@suffolkartlink.org.uk](mailto:alex@suffolkartlink.org.uk). For an informal conversation about the opportunity, please contact either of the Co-Directors.

We are open to receiving expressions of interest until the end of September 2019. Once we have reviewed the expression of interest, we will contact you to let you know if we are able to take your offer further.

The next step will be a meeting with a Trustee(s) and/or Co-Directors, following which we will invite suitable candidates to meet all Trustees and staff. From this, the Board will then make a decision about any new appointments at the next available Board meeting.

Contact details:

Alex Casey / Hayley Field, Co-Directors

[alex@suffolkartlink.org.uk](mailto:alex@suffolkartlink.org.uk) / [hayley@suffolkartlink.org.uk](mailto:hayley@suffolkartlink.org.uk)

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