



Board Recruitment
Pack



About Take Art

Take Art is a pioneering arts charity, serving the towns, villages and rural communities of Somerset and beyond. We provide opportunities for people of all ages and abilities to experience, participate and work within the arts. Take Art works across the performing arts - dance, theatre, spoken word, music and we have a particular specialism in working with children under 5yrs.

Set up in 1987, Take Art is an Arts Council England (ACE) funded National Portfolio Organisation, and has been awarded £490,000 from the Investment Programmes for the 2023-2026 period towards the delivery of the ACE strategy, Let's Create. As an organisation we seek to: champion and promote excellence in the arts; unlock potential and transform lives; celebrate diversity, inclusion, and collaboration equitably; contribute to climate-friendly programmes and minimise our carbon footprint.

As a registered charity and company limited by guarantee, Take Art is governed by a Board of Trustees who set the overall direction and strategy of the organisation, and oversee the delivery of our grant funding obligations.

Take Art Board Opportunities

Take Art is seeking to strengthen its Board through the appointment of Trustees to help the organisation to continue to thrive and deliver outstanding work supporting people to express their creativity. Creating more opportunities for people to enjoy the widest possible range of culture

To achieve this, we are looking to attract people with the following knowledge and experience:

- * The early years sector
- * Understanding younger perspectives
- * Harnessing digital delivery in the arts
- * Charitable law, operation, and governance
- * Fundraising across the corporate, charitable trust and private giving sectors
- * Sustainable local food production
- * Capturing robust and persuasive insight.

Individuals don't need to have experience in working directly with the arts but have an interest in the performing arts and who see the value in what Take Art does . We are seeking individuals who want to bring their ideas to the arts and add to the richness and creativity of our arts offer.



Trustee's Responsibilities

Core responsibilities and obligations of all roles include, but are not limited to:

- Championing your area of expertise within the Board
- Setting and reviewing Take Art's objectives and its annual business plan, and holding the team accountable for its delivery
- Reviewing and approving ACE and other funding submissions and funding agreements.
- Actively checking, challenging, and reviewing Take Art's financial position and risk management
- Undertaking assigned task and finish projects on behalf of the Board
- Supporting initiatives which promote, embed and advance equality, diversity, and inclusion in every aspect of Take Art's operation and delivery
- Acting at all times as an effective, positive, and proactive ambassador for Take Art
- Promoting good, contemporary governance practice
- Protecting the property and interests of Take Art, acting reasonably and prudently in all matters
- Being available to offer advice and support to other trustees and staff, and carrying out day-to-day duties which may be assigned





Time and Commitment

Commitment

- Six Board meetings a year, which may be held in person at the Take Art office or can be attended virtually via Zoom
- One full day staff and board get together each year
- Typically, two task and finish projects on behalf of the Take Art Board, which are normally worked on remotely.
- Attend Take Art trustee training and development events
- Occasional attendance at artistic events to see the richness and creativity of the arts offer
- Support the Take Art buddy system where a trustee supports a member of staff for up to 6 hours per year.

The role is voluntary. Take Art will pay reasonable travel expenses.

Term of Office

The appointment is normally for a three-year period from the date of appointment.

The term of appointment can be extended by the Board.

How to apply

Your application

If this exciting opportunity appeals to you, you should submit:

- An up-to-date CV which shows your full career history
- A covering letter setting out what you could bring to Take Art.

Please send your covering letter and CV to info@takeart.org.

Applications should be received by 12 noon on Friday 10th March 2023.

Recruitment Process

You will receive an acknowledgement to your email, and we suggest that if you do not receive this you should contact us to confirm your application has been received. All candidates' covering letters and CVs will be considered by the Take Art Nominations Committee. We anticipate that virtual interviews will take place in the weeks commencing 20th March.

For an informal discussion about the opportunities, please contact Ruth Copping, Office Manager at info@takeart.org.

Take Art is committed to equality and strives to create a diverse and inclusive working environment that reflects the diversity of the UK population. Our recruitment process is open to all, but we particularly wish to encourage applicants from backgrounds that are currently under-represented within the sector as well as our organisation. We value the positive impact that increased diversity will bring to our organisation.

Successful candidates will be required to satisfy the Take Art Ltd Fit and Proper Person Declaration. We look forward to your application.





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