



Community Arts North West wishes to recruit a new Chair of the Board

Community Arts North West (CAN) is excited to be advertising for a new Chair of the Board of Trustees. Our current Chair, Martin Hazlehurst, is stepping down at the end of 2021, after a long association with the company.

'It has been a great privilege to be Chair of CAN and an absolute pleasure to be connected to an organisation that is so fundamentally value driven and produces such incredible creative work. Working side-by-side with the staff team and Board to develop the vision of the organisation has been a fascinating experience and representing the company at the many cultural events has always been a joy.'

We are now keen to identify someone with a passion for arts and creativity, an interest in social justice, and the knowledge, skills and experience to work alongside CAN to maintain our resilience as we enter a new phase in our development, responding proactively to the social justice issues that have been highlighted during the pandemic. The new Chair is key to the success of this development.

Community Arts North West

Community Arts North West (CAN), is a long established Manchester-based arts organisation, Manchester City Council Cultural Partner and Arts Council England National Portfolio Organisation (NPO). CAN is at the cutting edge of contemporary, inter-cultural arts practice and has been a leader in the field of participatory arts since 1978. We have a particular expertise and interest in arts & migration. We build deep, long-lasting connections with communities across Greater Manchester, developing unique, creative projects with people whose voices are not normally heard in the mainstream.

Through exciting and high-quality creative projects with artists, communities and young people, CAN shares powerful creative work; shining a light on new talent and fresh voices, and enriching Greater Manchester's cultural landscape.

CAN's work is firmly rooted in social justice and driven by ethical values:

- We stand in **solidarity** with people at the sharp end of poverty and oppression, believing that everyone is creative, and through cultural expression, people on the margins can have a voice and provoke change.
- **Co-creation and shared leadership** are crucial for CAN in developing deep and lasting connections with communities, young people, artists, audiences and partners.
- We champion **equality** and strive for **diversity** in the artists we work with, our staff and Board, and the organisations we choose to work with.
- We **welcome** new migrant communities as collaborators and creative partners; and we are a home for emerging artists, especially those who are new to the UK.

We work across a wide range of art-forms including contemporary theatre, live interactive mixed-media performance-based work, new music, digitally created arts, festivals, events and new platforms for sharing and distributing work; and we regularly commission artists to make new work.

Current artistic initiatives include: Children and Young People's Performing Arts programmes in Manchester and Wigan Borough; a Rochdale-based combined arts programme working with diverse women's groups; and various talent development programmes.

A full description of CAN's work and values can be found here: www.can.uk.com

Community Arts North West is a Company Limited by Guarantee no. 1400213 and Registered Charity no. 277135.

The role of Chair of the Board

The Chair is a key role within Community Arts North West and provides an excellent opportunity for an experienced individual to work with the CAN SMT to lead an established small arts-company with a strong regional and national reputation, whose work and legacies are embedded within the region's cultural programmes.

We are looking for a committed individual, to enable CAN to achieve its artistic and strategic objectives within a changing cultural and economic environment.

The Chair will lead the CAN Board of Trustees, in supporting the company to develop and deliver an artistically diverse, socially-engaged arts programme; responding to the ambitions and cultural aspirations of Greater Manchester's diverse communities and connecting programmes to wider cultural-sector initiatives.

You will share the company's core values; in particular, passion and commitment to the development of culturally-diverse led arts practice, the company's remit as a learning organisation, and be open to new ideas and ways of working.

You will work closely with CAN's Creative and Executive Directors, who share joint stewardship of the company ensuring that the company achieves its artistic, audience and financial objectives.

The CAN Board of Directors

CAN Board members come from diverse cultural and professional backgrounds, bringing expertise and experience to Community Arts North West. CAN's current Board of Directors are listed here: <https://can.uk.com/our-people/#directors>

As the company undertakes the majority of its work with participants and artists from marginalised and diverse communities, the company will aim to maintain a highly diverse Board, with a higher proportion of people with protected characteristics than is found in the general population.

Roles and Responsibilities

The role of the CAN Board of Directors is to:

- Support the CAN SMT to provide strategic direction for Community Arts North West
- Understand and approve CAN's business model
- Ensure legal and financial obligations are adhered to
- Oversee organisational change
- Act as spokespeople for Community Arts North West and advocate for the organisation

The Chair's role includes:

- Working with the CAN SMT to provide overall leadership to the organisation
- Lead the Board of Trustees and ensure its effectiveness
- Ensure the Board understands its role and responsibilities
- Ensure diversity and a good range of skills amongst the Board
- Ensure that meetings are effectively run and that decisions are taken

The role of Chair - Person Specification

The successful candidate will have:

Qualities

- A commitment to socially-engaged and participatory arts; and championing equality, diversity and inclusion
- Share CAN's values and ethos
- Able to listen and empathise (and use this to inform decision-making)
- A strategic thinker
- Embrace democratic leadership, able to challenge sensitively and constructively
- Have excellent networking skills, and the ability to build strong relationships
- Able to advocate for CAN, and represent the people it works with

Experience

- Have five years' experience in the arts, charity or public sector
- Strong experience of equality/diversity and inclusion
- Knowledge of cultural & voluntary sector funding (desirable)
- Experience of charity governance (desirable)
- Experience of cultural sector operations (desirable)
- Live or work in Greater Manchester (desirable)
- Have migrant heritage (desirable)

Knowledge

- Current knowledge of cultural sector (desirable)
- The work of CAN
- Cultural and voluntary sector operations (desirable)

Time commitment

This role requires a commitment of approximately one day per month.

You will be required to attend four Board meetings per year, each lasting 2 to 2.5 hours; the CAN AGM; plus another two additional Special Board meetings per year (on average). The Board meetings take place at 6pm on week-day evenings at CAN's main office in the centre of Manchester.

The Chair should also be available to meet with the CAN SMT regularly.

The Chair will also be required to represent the company at CAN arts events, and see our work.

Location

Board meetings are held at CAN's Manchester city-centre office.

Length of appointment

The Chair, like other Trustees, will be appointed for a term of three years. All trustees are eligible for re-election, subject to the agreement of the other Trustees.

Expenses

This is a voluntary role, without a salary, but reasonable expenses incurred in relation to the role may be claimed back from Community Arts North West. These include: travel, phone calls, childcare or care of other dependents whilst attending meetings.

Eligibility

Candidates need to be at least 16 years of age.

To ensure the organisation remains independent, candidates must not:

- Be a current employee

Candidates must be legally eligible to become a Charity Trustee and Company Director, i.e. you must not:

- Have an unspent conviction for an offence involving dishonesty or deception (such as fraud)
- Be declared bankrupt (or subject to bankruptcy restrictions or an interim order)
- Have an individual voluntary arrangement (IVA) to pay off debts with creditors
- Have been disqualified as a Company Director
- Have previously been removed as a trustee by the Charity Commission or the High Court
- Be disqualified or barred from acting as a trustee of this charity under the Safeguarding Vulnerable Groups Act 2006

Applications

To apply for this role, please submit:

- Your CV including names and contact details of two referees

- A letter (no more than two sides) telling us:
 - why you would like to be considered for the role
 - what attributes, skills and strengths you would bring to the role

Please email these documents to CAN's Senior Administrator Nicola Sheehan on recruitment@can.uk.com by 9am on 1st November 2021.

Interviews will be held in the weeks following that date.

If you would like to have a short informal discussion before deciding whether to apply, please email Nicola on the email address above, so that it can be arranged.

Selection Process – Guidance for Applicants

- This document is an overview of the type of work the chair will undertake and is not an exhaustive list.
- Candidates will be shortlisted based on how your qualities, skills and experience meet the Person Specification.
- CAN is committed to equality of opportunity, and applications from individuals are encouraged regardless of age, caring responsibilities, disability, gender, gender identity, marriage and civil partnership, pregnancy and maternity, race, religion or belief and sexual orientation.
- CAN is an inclusive organisation. We strongly encourage applications from people with migrant heritage; from under-represented groups; and from sectors outside the Arts.
- Please submit your application form in the current Word document.

Contact Details

Community Arts North West, Green Fish Resource Centre, 46-50 Oldham St, Manchester, M4 1LE

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E: recruitment@can.uk.com

W: www.can.uk.com