



Award Winning Arts Charity 'a space' arts seeks new Trustees

New year, new you... fancy becoming a charity trustee?



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New year, new you... would you like to be a charity trustee?



'a space' arts is a visual arts organisation that supports and inspires artists, audiences and communities through an ambitious programme of exhibitions, artist resources, opportunities, and by culturally reanimating lost spaces with arts and heritage.

Overview

The charity 'a space: growing creative communities' (ASGCC) trading as 'a space' arts (ASA) is at an exciting time of its evolution having recently secured new grant funding across 2023-2026 from Arts Council England, National Lottery Heritage Fund (NLHF) and Southampton Forward.

We are at the early stages of implementing a new business plan focused on balancing cultural activity with commercial ambitions to increase earned income across our projects including the RIBA award winning God's House Tower (GHT). Early signs of success give us a platform to build upon and the next three years are an exciting and a seminal period for the organisation; this is a great moment to join our team.

The organisation's current project portfolio includes GHT, the Arches Studios home to 21 visual artists, a bespoke programme of Artist Resource activities, and the innovative RIPE graduate programme based in Old Northam Road - see our websites for further information:
aspacearts.org.uk / godshousetower.org.uk / ripesouthampton.org.uk

The Board

The board consists of 6 members who meet quarterly (4 times a year) along with an AGM and an annual trustee/staff social, with meetings held both online and in person. The board is currently led by an experienced and high-profile chair Marilyn Scott OBE. All board members are committed to the future of the organisation and collectively bring their respective skills and expertise to attain the charity's mission. The current collective skillset is broad with a range of experiences that we are now looking to complement and build upon (see skills and experiences).

New Trustees

The charity is now looking for 4-6 enthusiastic and experienced people who are willing to share their knowledge to help shape and deliver our future work. We encourage applications from all members of the community irrespective of background or previous board level experience as governance training and an induction will be provided.

We welcome applications from people of global majority communities, of any sexual orientation, gender or socio-economic background. It is important to us that our board is representative of the city's communities and we welcome applications from people with a range of different backgrounds and life experiences.

How to become a trustee

If you are interested in applying to join our Board of Trustees we invite you to submit a short covering letter and your current CV to our Finance Manager kalleesha@spacearts.org.uk by 12 noon Monday 8th January 2024 (see timetable below). Please include in your letter your motivations to join the board, at this time, what you hope to bring and what you hope to get from the role.

A recruitment committee comprising of three board members and director will review all applicants and invite preferred candidates to an informal discussion with the director, chair and some of the current board members.

We operate a blind recruitment process to ensure parity and manage unconscious bias, therefore when applying the selectors will not see your name or personal details submitted on your CV or covering letter until the shortlisting process is complete. Your application will be received and initially reviewed by a member of the team who is not on the selection committee.

Access

As an organisation, we are aiming to reduce barriers for people applying for our opportunities and can offer a range of ways to apply including audio and video application formats. Please contact us to discuss any individual needs that would enable you to make your best possible application by contacting kalleesha@spacearts.org.uk, calling 07824 326005, or writing to GHT, Town Quay Road, Southampton, SO142NY.

Timetable and process

- Opportunity advertised - from Friday 8th December 2023
- Applications close - Monday 8th January 2024 at 12 noon
- Shortlisted candidates notified - Monday 15th January 2024
- Shortlisted candidates invited to an informal meeting - Thursday 25th January 2024 6pm - in person at GHT
- Final candidates notified and invited to observe Board meeting - 21st February 2024 (on zoom) - following the meeting and candidates will be offered invitations to formally join as a Trustee -
- Induction and Governance Training session - 6th March 6pm on zoom (TBC)

Value exchange

We recognise and appreciate that people giving up their time, and sharing their knowledge, is a commitment and we are grateful for this. We want to offer an exchange and bring non-financial benefits to our Trustees along with helping you to develop your CV or build confidence. We can support you in the following ways whilst remaining open to other non-financial values that can be offered. We will provide:

- Governance training
- Induction into being a Trustee for ASGCC
- A welcoming, friendly and professional Trustee community and a new professional network
- Professional development and CV expansion
- Invitations to all organisational events and openings
- Insight into the workings of a small arts charity leading to a deeper understanding of the sector
- Building and developing skills outside of your existing skill set

- Chance to meet local artists and support the development of Southampton as a creative community

Skills and experiences

There are some specific skills and experiences we are looking for, these include:

- Financial/Accountancy - we are specifically looking for a new Treasurer*
- Creative - we are specifically looking for at least one practicing artist to join the board
- Cultural - we are specifically looking for at least one arts professional to join the board
- Fundraising and partnership development
- Commercial/Business sector
- Live events
- Retail, sales and income generation
- Marketing and Communications

*In addition to Board meetings we seek a Treasurer who can support the Director and Finance Manager for approximately 2-4 hours per month. This role will assist in monitoring our financial position and preparing financial reports ahead of meetings. We currently produce monthly and quarterly reconciliations and management accounts using Xero financial software.

Person specification

The following characteristics, knowledge and experiences (or commitment to gaining them) would be advantageous to the role of a charity Trustee. These include:

- a high level of interest in the work of the charity.
- a commitment to the values and principles of the charity.
- broad life experience and a willingness to be open and share.
- good interpersonal and communication skills.
- ability to understand, critically assess, analyse and resolve problems.
- sound independent judgement, common sense and diplomacy.
- understanding and acceptance of the legal duties, liabilities and responsibilities of Trustees.
- knowledge of charity governance or willingness to learn.
- sufficient time and commitment to fulfil the role; quarterly meetings.
- ability to listen to and welcome alternative opinions.

Additional Information about being a Trustee

Collective responsibility

Trustees provide their services on a voluntary basis however reasonable expenses will be refunded where appropriate and agreed. All trustees are collectively responsible for the decisions and governance of the charity. This does not mean that all trustees have to agree on every matter they make a decision on, but all trustees have a duty to actively participate in the decision-making process.

Statutory duties

The following summary of a Trustees legal duties are stated in the Charities Act 2011. As a trustee your personal liabilities are limited with the main duties under charity law including:

- Ensure the charity is carrying out its purposes for the public benefit.
- Comply with the charity's governing document and the law.

- Act in the charity's best interests.
- Manage the charity's resources responsibly.
- Act with reasonable care and skill.
- Ensure the charity is accountable.

Companies Act 2006

A Trustee is referred to as a director in company law and their main duties are to:

- To act within the directors' powers.
- To promote the success of the company and to act in good faith.
- To exercise independent judgement.
- To exercise reasonable care, skill and diligence.
- To avoid conflicts of interest.
- Not to accept benefits from third parties.
- To declare interest in proposed transactions or arrangements.