

Back to Ours Arts Limited

BOARD OF TRUSTEES RECRUITMENT PACK

November 2023



Hello,

Thanks for your interest in becoming a Back to Ours Arts Limited Board Member.

Back to Ours Arts Limited is a charity, focused on working with neighbourhoods in Hull to connect people with brilliant art. We want everyone to have the opportunity to take the lead in choosing, creating and participating in amazing art experiences, as participants, decision-makers, artists, volunteers and audiences.

In 2018, Back to Ours became an Arts Council England Creative People and Places project - a funding programme which focuses on parts of the country where involvement in creativity and culture is significantly below the national average.

This funding came to an end in December 2022, and we are thrilled that Back to Ours Arts Limited has been welcomed into Arts Council England's National Portfolio, being awarded core funding as an NPO for the next three years.

We are now looking to expand our Board of Trustees and are very keen to hear from those in under-served and under-represented communities and from people with a range of lived experiences including (but not exclusively) people of colour, people from lower socio-economic backgrounds and candidates who identify as disabled. We want our Board to reflect all the communities our Programme intends to serve and their different lived experiences.

We are looking for people with a knowledge and passion for Hull, experience of income generation, marketing and communications, legal expertise, finance and HR, and artistic programming, and people who live in the neighbourhoods we aim to engage. You might simply live somewhere where art and cultural activity is hard to come by and would like to make a difference.

We welcome those with governance experience, but you don't have to have been a Trustee before. We'll offer our support to settle you into the role with a full induction into our programme.

Please read through the following pack to find out more about the roles and get to know us a little better.

Yours Sincerely,



David Watson
Chair of Trustees



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**ARTS COUNCIL
ENGLAND**



Our Commitment to Diversity, Equality and Inclusion

At Back to Ours Arts Limited, we want to make and present work that is a vital life force in Hull's neighbourhoods and communities and we are committed to promoting arts and culture as activity for all, making it accessible to as many people as possible. Considering this, we believe that diverse teams make for better conversation, insights, and work.

Therefore, we want our Board of Trustees to be more representative of the neighbourhoods in which we live and work. We believe in equality, and we want to hear different perspectives throughout our organisation. We are interested in the unique qualities that you can bring to our team.

We are committed to eliminating discrimination and encouraging diversity across all areas of our work. We wish to build upon our commitment as an organisation to support and amplify the voices of marginalised people within our work, organisation, and practice.

We take accountability for dismantling systemic racism and we encourage others to do the same. We are establishing and embedding our organisation-wide inclusion principles. Please read our [Diversity, Equality & Inclusion action plan here](#).

All board members are invited to participate in all our staff training focused on tackling unconscious bias, anti-racism, trans-awareness and positive gender inclusivity in the arts.

Diverse representation at all levels is our priority. We are very keen to hear from and encourage applications from people who experience racism; identify with coming from a disadvantaged background; people who are D/deaf, disabled or neurodiverse; and people who identify as LGBTQIA+. We

also want to make sure that our board of trustees includes the perspective of and is as balanced as possible in terms of age, gender and caring responsibilities.

We are committed to inclusive working practices and understand there may be barriers people face when considering an opportunity like this and we want to make the process as accessible as possible. If you are interested in applying for a Trustee role but feel there are things that may prevent you from getting involved please let us know how we can support you in making your application and throughout the recruitment process.

Upon appointment, we will carry out a full Trustee induction programme to support embedding you into the role. We will work with you to meet your access requirements so that you can fulfil your duties as a Trustee.

We warmly welcome applications from those who are new to being a Trustee as well as individuals who have a proven track record in governance roles.

Whilst we strongly encourage applicants from our local area of Hull, we are also open to Trustees from further afield and location should not be considered a barrier to applying.





About Back to Ours Limited

You might have previously joined us as part of Hull UK City of Culture – Back to Ours then became one of 30 Arts Council-funded CPPs – Creative People and Places projects – across the UK.

Interested in what that means? [Click here for more info.](#)

As a CPP, we were hosted for five years by Goodwin Development Trust who chaired our Steering Group alongside Freedom Festival Arts Trust, Absolutely Cultured and Hull Culture and Leisure.

In October 2022, we received the fantastic news that we'd been successful in our application to Arts Council England for NPO status.

From 1st April 2023, we began operating as a charity and organisation in our own right. It's amazing to know ACE has every confidence in our work and recognises our ability to contribute to their Let's Create strategy as a National Portfolio Organisation – the next three years will see us continue to deliver work with people at its heart as Back to Ours Arts Limited, a new charity with Louise Yates BEM as its Director.

At the very core of Back to Ours is people. We want people to take the lead in choosing, creating, and taking part in amazing art experiences, as participants, decision-makers, artists, volunteers and, of course, audiences.

We know that cultural experiences have a big impact on local areas, on people and their families. We aim to make a lasting change, increasing the number of people inspired by the arts as well as supporting skills development and growing ambition and creativity in neighbourhoods.

We regularly programme world-class arts events in everyday neighbourhood venues, from church halls and community centres to social clubs and school spaces.

[Find out more about our programme here >>](#)



Back to Ours officially launched the first phase of the project in 2018.

[You can read more about our launch here >>](#)



Our Aims

- To deliver outstanding arts and cultural experiences with and for the people of Hull, which are open and welcoming to all;
- To Support the commissioning, production, creation and touring of new, original and inspirational work;
- To engage local people as audiences, participants, creators and commissioners;
- To bring the arts to life in familiar settings as you've never seen them before;
- To continue working with creative partners across the city;
- To have fun;
- To give people and families of all ages a cracking time.

Back to Ours Arts Limited is a registered charity in England and Wales, funded by Arts Council England, Hull City Council, Esmee Fairbairn Foundation and the National Lottery Community Fund.

The Role of a Trustee

Trustees are the unsung heroes of our organisation. They ensure that we are operating with integrity and honesty and delivering our work in the way that we have set out in our charitable objectives.

As a Trustee for Back to Ours, you will work with the other Board members and the Artistic Director to shape our aims, track our progress in achieving our strategic goals and ensure that we are compliant with all legal and regulatory requirements. You will also be our sounding board and critical friend, bringing your skills and experience into conversations to help us shape our programme and organisation for the better.

The formal responsibilities of a Trustee are to:

- Work with the Artistic Director & CEO to develop and maintain our vision, aims and values.
- Work with the Artistic Director & CEO to create a firm strategic direction for the organisation, agreeing delivery objectives and evaluating performance against agreed targets.
- Act as an ambassador, networker, and spokesperson for Back to Ours and our role in Hull, regionally and nationally, assisting in developing relationships with key stakeholders such as Arts Council England, Hull City Council and other grants and trust funders.
- Be a sounding board for ideas and discussions, helping us to view our programme, goals and challenges from different perspectives.
- Ensure that we always comply with our governing document, charity law, company law and any other relevant legislation.
- Ensure that we deliver our work in line with our charitable objectives, as defined in our governing document.
- Ensure that suitable financial controls and systems for managing risk are in place and operating effectively.
- Be an active member of the Board of Trustees, ensuring effective performance of the group as a whole.
- Protect, manage, and adequately insure the property and funds of the charity.
- All Trustees should ensure that they are aware of their safeguarding responsibilities and take responsibility for promoting and safeguarding the welfare of children, young people, and adults at risk.
- Approve and monitor the implementation of our internal policies and procedures.
- Act reasonably and prudently in all matters relating to Back to Ours and must always bear the interest of the charity in mind.

Additional Duties

In addition, each Trustee should use any specific skills, knowledge or experience they have, to help the Board of Trustees reach sound decisions. This may involve scrutinising board and committee papers, leading discussions, and providing advice and guidance on new initiatives and other issues in which the Trustee has special expertise.

Trustee areas of expertise we are seeking:

We are seeking Trustees with a knowledge and passion for Hull, experience in income generation, marketing and communications, legal expertise, finance and HR, and artistic programming.



Terms of appointment

Eligibility

In order to become a Trustee according to Charity Commission rules, you must not:

- Have any unspent convictions for offences of dishonesty or deception.
- Be currently declared bankrupt or subject to bankruptcy restrictions or an interim order.
- Be subject to a debt relief order, a debt relief restrictions order or interim order.
- Be disqualified from being a company director.
- Have previously been disqualified or removed as a trustee, charity officer, agent, or employee, by the Commission or the High Court due to misconduct or mismanagement.

Remuneration

The role of Trustee is unremunerated, which means that we cannot pay you for your time.

Expenses

We can, however, pay you for reasonable travel and out-of-pocket expenses which would be reimbursed through submission of receipts.

Length of Term

The length of a term for a Trustee is 3 years for one term and a Trustee is permitted to serve up to two terms before retirement.

Time Commitment

We host four full board meetings each year. They generally last three hours and are hosted in a mixture of online and in-person meetings. We try to vary the times with a mix of evenings and afternoons to allow some flexibility, although we are always open to changing the time to suit Board members.

In addition to formal meetings, Trustees are also expected to attend occasional public or private events, e.g. supporter/fundraising events, strategic planning, board away days and public profile events.





How to find out more

Website

We have several events coming up that you could pop along to and meet us in person! Please check our website for details of what's happening soon.

Check our About Us and Team pages for more information about the current team and board.

Social media

You can also find out more about us via our social media channels

[Instagram](#)

[Facebook](#)

[Twitter](#)

[Youtube](#)

[LinkedIn](#)

Links to other articles

Evaluation Reports

Read our [evaluation reports here](#).

Online information sessions

During this recruitment period, we will be holding a series of information sessions. They will enable you to meet our AD&CEO Louise Yates BEM and some of our current Trustees. Within the session there will be a short informal presentation about Back to Ours and what it's like to be a Trustee for us. You will be able to ask questions or just watch and hear about our work and how you could become involved.

For details please email team@backtoours.co.uk please let us know if you have any access requirements for this session, e.g. BSL interpretation.

Informal Chat

You can also book an informal chat about the role with one of our current Trustees or our AD & CEO Louise Yates. Please email team@backtoours.co.uk and we can set that up for you.

How to Apply

The closing date for applications is 12 noon, 1st February 2024.

If you would like to be considered for the roles, please send us:

- Your detailed and up-to-date CV and
- A supporting statement that addresses why you would like to be a Trustee for us, and what skills and experience you would bring to the role.

We are happy to receive the above information in a format that suits you, be that written, audio or visual.

Completed applications should be submitted to team@backtoours.co.uk by the closing date.

When you have applied, we will send you our equal opps form for you to complete. The information on the form will be treated as confidential and used for statistical purposes only. The form will not be treated as part of your application.

If you require any further information about the process of us appointing a Trustee, need additional information about the role or wish to have an informal and confidential discussion, then please contact team@backtoours.co.uk

For access support please also contact team@backtoours.co.uk

If you are unable to email and need to telephone please call **07442 205 524** please be aware that this phone is not answered every day, but if you leave a message, we will get back to you as soon as we can.



Recruitment Process

We have clear procedures to ensure fairness within our recruitment

- Your equality monitoring form will be kept separate from your application. No one within the selection process will view your monitoring data.
- Your application will be assessed based on how your skills and experiences will support you in carrying out the duties of a Trustee and whether you are from one of the areas we are seeking (with a knowledge and passion for Hull, experience in income generation, marketing and communications, legal expertise, finance and HR, and artistic programming).
- We endeavour to process applications in ways that remove unconscious bias, with regard to gender and race, this includes removing your name from your application.
- We use the social model of disability recognising that some people experience disabling barriers. We will interview all applicants who inform us of their disability and are from the areas we are seeking and are committed to supporting any access requirements at the interview and if appointed.
- The selection and interview panel will be made up of people from diverse backgrounds, this may include different socio-economic, sexuality, gender and ethnic backgrounds.
- If selected to come for an interview we will provide you with the interview questions in advance, giving you plenty of time to prepare your responses. At the interview, we will be happy to answer any questions that you may have for us too.



