



Board recruitment pack

June 2023



If you require this information in a different format, please contact jay@cantsitstill.net

Thank you for your interest in joining our board of trustees. We're excited you're here.

Our mission is to use **creativity** and **culture** to **disrupt social inequalities**, **inspire individuals**, **connect communities** and **spread joy**.

We have a strong set of **company values**, that are the beating heart of the charity:

- **We radically care:** People, process, planet.
- **We are disruptively generous:** Transparency. Co-creation. Structure, not hierarchy.
- **We are stubbornly inclusive:** Access at the heart of everything we do.



Photo: Lisa Whiting

Our trustees play a vital role in making sure that Can't Sit Still achieves its aims. They do this by ensuring that the company has a **clear strategy** and that our work contributes to **achieving our mission**. They oversee the management and administration of the charity, and support and challenge the core team to make sure **the company is accountable, operates legally, and thrives**.

The board of trustees work collectively - this means they make decisions as a group, not as individuals. Their activities include:

- Arriving at board meetings prepared to **contribute to discussions**.
- Using **independent judgment**, acting legally and in good faith to **promote and protect the company's interests**, to the exclusion of their own personal and/or third-party interests.
- Contributing to setting the **mission, goals and activities** of the charity.
- Discussing and approving strategies, policies and the **annual company budget**.
- **Overseeing progress** against financial and strategic plans, and signing off annual financial statements.
- Ensuring that **risks are identified, monitored and controlled effectively**.
- Providing **support and challenge** for the executive team to enable them to deliver the charity's programme **effectively, inclusively and to a high quality**.
- Contributing information about the **external environment** within which Can't Sit Still operates.
- Contributing to the **promotion of Can't Sit Still's objects, aims and reputation** by utilising skills, expertise, knowledge and contacts.
- As a small charity, there are times when trustees need to be actively involved beyond board meetings. This might be **reading board papers, leading discussions, providing advice or specific support** where a trustee has expertise to offer.

You can read more about the role of trustees on the [Charity Commission's website](#).

Adam P McCready

Adam is a sound designer, composer, sound recordist and performer of neo-ambient electronic music. He has created sound designs and music scores for theatre, dance productions, radio and audio dramas, audiobooks, podcast series, and film. He has also devised several multi-speaker, interactive sound installations for galleries and museums. A former trustee of the Theatre Writing Partnership and the Association of Sound Designers, Adam is passionate about new writing and the role of audio in live and recorded dramatic performance. Adam is particularly concerned with improving the sustainability practices in theatre.

Loz Samuels (outgoing)

Loz was the Artistic Director for Devizes Outdoor Celebratory Art for 6 years, taking the ambition of work the Charity delivers to a new level. Previously she was a Local Authority Arts Development Officer, working with a range of departments and partners to deliver festivals, public art, commissions and community arts projects. Loz is a maker and is currently studying for her Masters whilst working freelance with a range of independent artists and companies as time permits. She has been a supporter of Can't Sit Still from the early days of their journey.

Lucy Wood

Lucy began her career in 2007 working for Kenny Wax, where she grew the family theatre production arm of the company. This led her to Tall Stories, where she started as Producer and went on to become Executive Director. In both organisations Lucy worked across a wide range of scales including West End, regional touring and international tours. Lucy moved from Tall Stories to Arcola Theatre where she enjoyed working on new writing and gained experience of running a busy venue. Lucy was on the Board of Trustees for the Independent Theatre Council for seven years and was Co-Vice Chair. She is currently Chief Operating Officer at PW Productions.

Robin Peters

After a decade of fundraising and project-making for arts organisations in the South West, Robin is on an extended (permanent?) sabbatical in Greece, looking after olive trees. Before that he managed Strode Theatre in Somerset through the pandemic, and ran fundraising and community projects at Circomedia.

Sarah Kingswell (chair)

Sarah worked as General Manager at Theatre Bristol from 2008 – 2019 as part of the team that developed the organisation from a project to becoming an Arts Council England National Portfolio Organisation in 2012. Since then she has worked freelance for organisations supporting them with finance, general management and company development. Companies she has worked with include The Javaad Alipoor Company, Trigger Stuff, RISE Youth Dance, Gentle/Radical, Raucous and Action Hero. Sarah is an 'expert friend' for Playing Out.

04 Who are we looking for?

We have recently undertaken a Board skills audit and recognise that our Board will be strengthened by recruiting people with some of the following knowledge, skills and experience:

• **Income Generation**

We have an excellent track record of attracting arts funding, primarily through Arts Council England. We want to continue to broaden our funding portfolio to include public and private investment - including individual giving, grant giving trusts and foundations, public sector grants and contracts - as well as developing unrestricted earned income potential through selling our services. We would welcome someone with understanding of charity fundraising strategies to help us diversify funding and make informed choices about how to use our time well in this area.

• **Marketing & Communications**

We deliver exemplary work that touches audiences, collaborators, artists, company members, partners and participants across the UK. However, we want to get better at capturing and telling our story to accelerate the conversations we are starting to have around systems change: making our world a better place for everyone by placing care for people and the planet at the centre of all our work. We would welcome a trustee with marketing & communications skills to help us do this better and engage more people, in order to create better work.

• **Health/Social Care, Education, Legal or Digital sector experience**

Our work is intended to reach people who may not traditionally access the arts. We do this by opening up new conversations through our process of co-creation - collaborating with those we want to experience the work through their contribution to the making of it. This has led us to generate fruitful partnerships and working relationships with different people and sectors, and to deliver our work in unexpected places, often using innovative methods such as the creation of interactive online content. We would value gaining deeper insight on our Board to help continue to grow cross sector working, innovation and systems thinking to improve our practice and our reach.



Photo: JoE Clarke

05 Who are we looking for? (cont.)

Our commitment to diversity

Can't Sit Still works with highly skilled, diverse project teams which improves the quality of the work we do. However, our commitment to diversity is not currently reflected at Board level and we want to change this. We are therefore very interested to hear from LGBTQIA+ people, young people, disabled people, neurodiverse people, people from the global majority and those from other under-represented groups in order to ensure different experiences and perspectives are represented in the governance of our charity.

We look for the following qualities in all our trustees:

- Ability to meet the time requirements of being a Can't Sit Still trustee (see page 06)
- High levels of integrity
- Independent judgment
- A willingness to supportively challenge and contribute from their own experience
- Ability to listen to, reflect on and respect other peoples' opinions including when they may be different to their own.
- Creative thinking
- An understanding, or willingness to learn about and embrace, the legal duties, responsibilities and liabilities of trusteeship.
- Effective team working and collaborative decision making.



06 Time commitment



The Board of Trustees meets quarterly, usually on Zoom, for 2 hours per meeting. Timing of the meetings is negotiated to ensure optimum attendance. Papers are sent at least 1 week in advance to ensure there is ample time for Trustees to read and prepare for the meeting. Papers typically include:

- Artistic Director's Report
- Summary Financial statement (Management Accounts and Cashflow Forecast)
- Financial Report

Once a year the trustees and core team hold an Away Day, face to face, to reflect and to plan ahead as part of our annual business planning cycle. Times of the year vary.

Board tenure is for 3 terms of 3 years.



Photos: Lisa Whiting

Can't Sit Still in association with ARC STOCKTON & THE ALBANY present...

WELL DONE, MUMMY PENGUIN

CHRIS HAUGHTON

Tuesday 5th - Saturday 23rd
December 2023

LIVE ON STAGE

ARC
Stockton Arts Centre
DOVECOT ST, STOCKTON-ON-TEES
www.arconline.co.uk | 01642 525 199

www.cantsitstill.net
#MummyPenguinLive

the Albany

07 How to apply

Application process:

1. Following an application being made, applicants will be invited to have an informal chat with the Artistic director and Chair of the Trustees.
2. You will be invited to observe a board meeting, when you will meet the rest of the Trustees. If you have any questions afterwards we can arrange to meet again.
3. Finally at the next board meeting, if we all agree then the current Trustees will formally elect you as a Trustee by majority vote.

How to apply:

Applications may be made at any time, and **in a format of your choosing (e.g. written application, video or voice recording).**

In your application we ask you to let us know:

1. Why you are interested, and what you hope to gain by becoming a Can't Sit Still trustee.
2. How your experience, skills and knowledge match what we are currently looking for in our Trustees, as outlined in this pack.
3. Any other attributes you feel would add value to the charity and help us develop and learn.

Applications should be sent to the Company Manager, Jay Haigh: jay@cantsitstill.net

The deadline for applications is 9am on 24th July 2023.

