

Pavilion Dance South West Trustee/Board Member Role Description

Introduction

Pavilion Dance South West is a registered charity (1111641) dedicated to transforming communities through dance.

Communities might be professional choreographers, dancers, producers, young people, or people living with Parkinson's.

PDSW projects grow from one blueprint: to enable communities to enjoy creativity and wellbeing offered through dance.

We approach people, projects, and places with imagination and ambition.

We believe that dance is for everyone and want all people and bodies to be visible throughout our work.

We run dance programmes promoting and supporting the sector across the South West and the wider UK. In our Bournemouth-based venue we present live dance performances from some of the most exciting and innovative companies around and run more than 40 dance classes and other workshops a week. We host the AUB Dance Degree which turns five in 2020 between Monday-Wednesday each week of term-time.

Due to the Coronavirus pandemic, we had to close our doors and find alternative ways to support our sector and communities. We are committed to continue to work hard to create Covid-safe ways of bringing dance to our communities, both in person and digitally, whilst we manage this pandemic.

We have a Covid Secure plan for our building and have the 'We're Good To Go' certification to show this. We've been open for some creative use since 1 September and will reintroduce live events as and when we can. Two developments as a result of Covid that we'll continue to explore into the future will be the curation of a bespoke digital programme and increasing the amount of interdisciplinary work in our programme - thinking across boundaries.

Trustee/Board Member Role Description

We're looking for committed individuals, between the ages of 18 - 25, to complement the skills of our existing and highly valued board members. We welcome board members from a range of backgrounds, knowledge and skills so that we have as diverse a Board as possible. It's perfectly ok if you've never been on a board before, as we'll provide support and training.

Why join a board?

- You'll be supporting a worthwhile and creative charity with your time and your expertise
- Contributing to the creative development of a growing and highly regarded arts organisation

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- You'll get opportunities to see performances and meet dance artists and choreographers
- Expand your networks and broadening your experience in the arts sector

What is required of me as a board member?

Board members have statutory duties, which means you'll be lawfully responsible for certain things - along with the rest of the board, and with the right support.

1. To ensure that PDSW complies with its governing document, charity law, company law and any other relevant legislation or regulations
2. To ensure that PDSW pursues its objects as defined in its governing document
3. To ensure that PDSW uses its resources exclusively in pursuance of its objects
4. To contribute firm strategic direction to the organisation and setting overall policy
5. To safeguard the good name and values of PDSW
6. To ensure the effective and efficient administration of PDSW
7. To ensure the financial stability and proper use of the property and funds of PDSW
8. To appoint the chief executive officer and monitor his/her performance

Other duties:

In addition to the above statutory duties, each board member should use any specific skills, knowledge or experience they have in order to help the board reach sound decisions. This may involve:

- Scrutinising board papers
- Leading discussions
- Focusing on key issues
- Providing guidance on new initiatives
- Other issues in which the trustee has special expertise. You'll bring your own viewpoint and set of skills to the table - and that's ideal.

Advocacy:

Board members are key advocates for PDSW and are expected to represent and advocate for the organisation in their work, education and social networks, identifying opportunities for partnership working and fundraising where appropriate and in line with the business plan.

Terms of appointment and expectations:

The appointment will be made initially for one year with the opportunity to be re-elected for further one-year terms.

Minimum Time commitment:

- Attendance at at least 3 meetings a year in person (usually between 3-5 hours long & held at Pavilion Dance, Bournemouth, on a week day) though since Covid Lockdown they have been held on Zoom.
- Attendance at least as many PDSW events as possible so you experience our work
- Assisting at occasional events

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Who Are We Looking For?

We are keen to hear from applicants **aged between 18-25** and with knowledge of or experience in any of the following areas:

Contexts and experience:

- Dance
- Event management
- Digital/technology skills
- Finances

Personal attributes:

- Commitment to the work and the values of PDSW
- A love of Bournemouth, Christchurch & Poole or South West region
- The drive to be our critical friend; Question & use your voice - we want to know what you think and this will help us develop and thrive as an organisation.
- Good independent judgement
- An interest in advocating for a particular area of work/focus e.g. Diversity, youth voice, marketing etc
- The ability to work as a member of a team and a willingness to state personal convictions
- A willingness to accept a majority decision and be tolerant of the views of other people
- A preparedness to offer personal and professional skills and experience to support the staff
- A Commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership

You don't need to have had previous Board/Leadership experience as we will provide induction and support. As a charity and a limited company, board members are both non-executive directors and trustees. Board membership is a voluntary position. Expenses, such as your travel costs, can be reimbursed.

Pavilion Dance South West is an Equal Opportunities and Disability Confident employer

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Interested in joining us?

Please send a covering letter with your CV, or a 3 minute video, detailing what interests you about this role with PDSW, your qualifications, skills and experience, and how these relate directly to the position of PDSW's Trustee/Board Member.

Expressions of interest should be emailed to samantha@pdsw.org.uk by 5pm, Friday 23 October 2020.

If you wish to discuss the role further please either email Samantha, as above, or contact our Chief Executive & Artistic Director, Zannah Chisholm zannah@pdsw.org.uk, for an informal chat and we'll talk you through it.

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