



## Chair of Trustees

**While this is a profile for the Chair of Trustees, we are open to exploring flexible volunteering opportunities and the possibility of co-chairs.**

*Saltaire Inspired celebrates diversity and our aim is for our team and activity to be as inclusive as possible, as well as representative of the communities we serve. With this in mind, we welcome and encourage applications from people of all backgrounds. We are committed to continue to build an inclusive environment that embraces diversity.*

### **Context:**

Saltaire Inspired is an ambitious visual arts charity, creating high-quality contemporary arts events in the unique setting of the UNESCO World Heritage Site of Saltaire. We aim to celebrate and promote its heritage and culture as well as the artistic talent that can be found in Saltaire, Bradford and beyond, inspiring and enabling people of all ages and backgrounds to experience and participate in the arts, forming communities through creativity.

We deliver three core annual events: the Saltaire Arts Trail in May, the Maker's Fair in the autumn and the Living Advent Calendar in December, with other project-based activities as funding allows. We use Saltaire's public heritage buildings and private homes as venues in order to encourage and reach out to new audiences and communities, and to attract artists to exhibit and respond. We also provide creative learning experiences by offering free workshops and drop-in sessions.

### **Purpose:**

The Chair of Trustees has ultimate responsibility for directing the affairs of Saltaire Inspired, leading a small team of freelance staff and volunteer trustees and ensuring the organisation is solvent, well-run and delivering the charitable outcomes for which it has been set up. They ensure compliance with charity law and the requirements of the Charity Commission, making sure reporting required by law takes place in an effective and timely way. They lead the charity with compliance, care and prudence, as set out in Charity Commission guidelines.

## **Responsibilities:**

Lead the organisation to fulfil its full purpose

- Lead by example, building strong relationships between the Trustee Board and freelance team
- Chair board meetings efficiently, ensuring a balance between time keeping and leaving space for discussions. Ensuring decisions are made in a timely manner and in line with organisational strategies
- Set agendas for board meetings in liaison with the Secretary
- Ensure adequate support and supervision arrangements are made for the freelance team
- Work alongside the Treasurer and Trustee Board to ensure financial stability of the charity
- Provide strategic leadership and vision to the Board and to the wider organisational team of freelancers and volunteers
- Oversee the development of an Equality Diversity and Inclusion strategy and action plan
- Set the operational plans and budgets and the fundraising strategy to support the vision, mission and strategy
- Represent the organisation in the local art sector and beyond, including volunteers, supporters and the local community
- Represent Saltaire Inspired at meetings and networking events with other organisations
- Provide agreed public/media response on activity and external events affecting Saltaire Inspired
- Commitment to attending monthly team meetings and bi monthly trustee meetings

## **Experience:**

### **Essential**

- Strong knowledge and understanding of the arts
- Proven experience of leading teams to meet key objectives and setting strategic direction in leadership or trustee role
- Commitment to Equality Diversity and Inclusion principles and practice

### **Desirable**

- Strong understanding of Bradford's art scene and Saltaire Inspired's programme of events
- Understanding of HR and charity procedures and practices
- Trustee and Board experience

To apply, please complete and return the expression of interest form to [team@saltaireinspired.org.uk](mailto:team@saltaireinspired.org.uk).