



## National Campaign for the Arts – Chair or Co-Chairs

*We campaign for more public investment in the arts because we believe that the arts are for everyone and make everyone's lives better.*

Our current Chair, actor **Samuel West**, is stepping down as Chair after many years at the helm of National Campaign for the Arts. Under Sam's leadership, the charity has developed a series of campaigns which mean that it punches far above its weight in advocating for the arts. We are now looking for a Chair or Co-Chairs to join the committed board of trustees (including Sam, who will remain on the Board), who believes in the NCA's mission and is prepared to take the charity to the next stage of its development.

The NCA is an important part of the UK's arts infrastructure, an independent charity that champions the need for public funding of the sector and celebrates its impact. At a point where most arts organisations are hit with the double whammy of economic recovery following coronavirus and the impact of Brexit, there has never been a more important moment for the NCA to work with the sector, funders and other representative and advocacy organisations to ensure a resurgence for the UK's cultural sector.

### **Overall Purpose**

The role of the Chair/Co-Chairs of the Board is to provide leadership and direction to the board of Trustees, in order to enable the board to fulfil its responsibilities for the overall governance and strategic direction of the charity.

The Board will set the National Campaign for the Arts strategy and oversee its implementation. The Board will ensure that the charity complies with its governing document, charity law, company law and any other relevant legislation or regulations and make sure that the charity pursues its objects as defined in its governing document.

The Chair/Co-Chairs will work with other board members and the part-time paid Administrator, helping them achieve the aims of the charity. Trustees' terms are to be introduced shortly, with appointments to the Board for a term of 3 years, with a maximum of two consecutive terms, or 6 years in total.

We are looking for a high-profile leader from the not-for-profit, public or private sectors (including the arts and cultural sectors), who has a true passion for the arts. Candidates should have great business acumen, campaigning skills, extensive networks and be comfortable being a media

spokesperson, without any conflict of interests. They should also, especially in the first two years, be comfortable in giving their time, as set out below, to the organisation.

Into the future, the NCA aims to raise the funds to employ a Chief Executive and develop its campaigning platforms. As there is currently only one part-time member of staff, the NCA relies on its Trustees giving their time to the organisation, in order to enable the organisation to deliver on its three main commitments.

These commitments are:

1. [Hearts for the Arts](#) – the annual awards recognising the UK’s unsung Local Authority arts heroes.
2. [The Arts Index](#) – the biennial snapshot report of the health of England’s arts and culture provision, pulling together data across twenty key indicators – from investment to audience sizes, West End revenues to attitudes to public funding of the arts.
3. [Campaigning](#) - ongoing campaigning activity regarding the necessity for public funding for the Arts

In addition to the general responsibilities of a Trustee, the Chair/Co-Chairs has/have a number of tasks specific to their role:

#### **Main Responsibilities of the Chair/Co-Chairs**

- providing leadership for the board of Trustees in their role of agreeing and overseeing the NCA’s strategy
- ensuring that the Board monitors the delivery of the charity’s policies, reviewing on a regular basis planning the annual cycle of board meetings and setting the agendas
- chairing and facilitating the board meetings
- monitoring that decisions taken at board meetings are implemented
- ensuring that the board meets for an annual strategy day in addition to its formal board meetings
- working with the Trustees to help create a more sustainable organisation
- representing the organisation at appropriate events, meetings or functions
- acting as a spokesperson for the organisation where appropriate
- regular routine meetings with the Administrator to keep an overview of the organisation’s affairs and to provide advice and guidance as appropriate
- setting objectives, reviewing and appraising the performance of the Administrator

As with all trustees, it is expected that the Chair/Co-Chairs will draw on their networks and contacts for the benefit of the charity where appropriate.

#### **Time Commitment**

- Regular board meetings (currently 6 per year)
- Annual strategy day
- Regular routine meetings with Administrator
- Annual one-to-one meetings with trustees
- Attendance at events
- *Ad hoc* meetings where necessary

Altogether, we anticipate this being between **20 - 30 days per year.**

**This is an unremunerated position.**

### **Skills and experience**

- High profile leader with experience and/or knowledge of the arts sector
- Understanding of how arts organisations are funded in the UK, alongside wider business acumen
- Board experience, either as a trustee or non-executive director, with solid understanding of governance including in relation to the charity sector
- Ability to lead a diverse board of trustees to reach agreed conclusions
- Management experience to enable being supportive but constructively challenging of the Administrator
- Being happy to share knowledge, contacts and experience to further the organisation's impact and income
- Being prepared to make personal donations, according to their means

### **Next Steps**

The NCA positively welcomes and encourages applications from people who are under-represented including Asian, Black and other minority ethnic groups, and Deaf, disabled and neuro-diverse people. The NCA will help with the costs of BSL interpreter/ caption facility/ access support worker as required.

Anyone from a background under-represented in the arts who meets the main responsibilities of the role of Chair/Co-Chair will be guaranteed an interview.

For an informal conversation prior to submission, please contact Faye Merralls, our Administrator, on [faye@forthearts.org.uk](mailto:faye@forthearts.org.uk) who can also put you in touch with one of the existing trustees.

**To apply please supply a covering letter of no more than two pages, outlining why you are a suitable candidate, and a short CV to [faye@forthearts.org.uk](mailto:faye@forthearts.org.uk). Please state whether you are interested in being Chair or Co-Chair, and if the latter, whether you are applying with a Co-Chair already identified.**

Closing date: 5pm on Friday 18<sup>th</sup> June

Interviews will take place in w/b 28<sup>th</sup> June