

ELEVATOR ARTS CIC

Non-Executive Director - Role Description & Person Specification

Elevator Arts CIC is a newly formed not-for-profit company. Our goal is to deliver outstanding arts participation projects for young people in Southend & South Essex that are:

- Transformative.
- Life enhancing.
- Empowering.

Elevator will create arts projects with young people to tackle, explore & shed light on issues affecting their lives.

Working in partnership with local organisations to target specific needs within the community and provide tailored arts and performance projects for young people, aged 8-18 with a focus on those at risk of social exclusion.

Elevator will be ambitious in scope and form and innovative in its creative process; collaborating with artists, youth arts specialists, educators and industry professionals.

Elevator Arts CIC is seeking at least two Non-Executive Directors on a voluntary basis to join its founding Executive Director Alison Garner as part of an advisory board to support the company's vision to effect social change and improve young people's lives through the arts. Elevator is particularly keen to connect with people from under-represented groups.

If you would like more information on Elevator Arts CIC or for an informal conversation about the role please get in touch alison@elevatorarts.co.uk

Key Purpose of Role

Responsibilities:

- Contribute knowledge and experience, helping the Executive Director ensure that the activity of the company has the greatest impact in line with organisational goals.
- Attend and fully participate in the quarterly Board meetings.
- Support the Executive Director with strategic development & financial sustainability.
- Support the Executive Director in the delivery of the company's goals.
- From time to time to act as an ambassador of the company.

Governance:

- Ensure the organisation is carrying out its agreed purpose and is delivering for the community benefit.
- Ensure that the Board operates within the agreed organisational goals.

- Comply with the requirements of the Companies Acts & CIC Regulator to maintain records & accounts including the preparation & transmission of annual reports, returns & statements of account.

Skills and Experience:

Essential:

- Existing relationships at a senior level within Southend &/ or South Essex with organisations in any or all the following areas: education, local government, arts, business or the third sector.
- Experience of working within organisations or groups with a range of stakeholders, with a track record of strategic leadership.
- Knowledge & understanding of social enterprise or not for profit sector.

Desirable, but not essential:

- Experience of a governance role within a not for profit organisation or social enterprise.
- Professional experience/ qualification in any of the following areas: education, finance & accounting, fundraising, marketing, mental health, youth or social work, and/ or the arts.
- Experience of successful fundraising through grant giving organisations &/or corporate sponsorship.
- Knowledge & understanding of Child Protection & Safeguarding policy & procedures.

Person specification:

- A demonstratable belief in our values of:
 - Fostering an inclusive, accessible and collaborative creative environment.
 - Building a community & young people centred approach to decision making.
 - Creative risk taking to develop outstanding & innovative participatory arts projects.
- Open & engaging approach to acting as a board member demonstrating good judgement, integrity and effective decision-making.
- Ability to commit time to perform the role effectively.

Re-numeration:

The role of Non-Executive Director is a voluntary unpaid position but expenses can be covered & payment for any services undertaken by Directors can be re-numerated, subject to funding, as set out in Elevator Arts CIC's governing documents.

To Apply:

Please send a covering email outlining why you are interested in the role and CV to alison@elevatorarts.co.uk