

## Join Candoco's Board of Trustees

We are always keen to meet new Trustees and welcome expressions of interest all year round.

### Role overview

Candoco's Trustees play a central role in the life of the company, working alongside the executive team to ensure the ethos, values, and purposes of the organisation are upheld. Our Board is made up of passionate individuals who enrich the company with their industry and life experiences, and who are excited to support an ambitious team.

The Chair/Co-Chairs and Trustees will share a passion for our work and be committed to ensuring Candoco remains an equitable, diverse, and inclusive organisation, well positioned to help pave the way for intersectional models of inclusivity. We are looking for individuals with an authentic commitment to our mission of removing barriers to the performing arts for disabled and non-disabled artists and audiences, while also challenging perceptions of what dance can be and who can do it.

We are therefore seeking Trustees who are open to working in a collaborative and dynamic way, acting as advisors, soundboards, and supporters to the team.

We are especially interested in meeting potential Chairs/Co-Chairs and Trustees with sector experience in one or more of the following areas:

- Knowledge of the dance sector: commissioning, touring, artist support, and dance training pathways
- Arts, culture, and sport: breaking down barriers, growing talent, and supporting pathways
- Disability rights, equality, access and inclusion
- Arts in education: primary, secondary, and higher education
- Finance and fundraising
- Law and charitable governance
- Marketing, PR, and branding

- Audience development, digital engagement

As well as bringing this expertise, Trustees seeking to join Candoco would:

- Have enthusiasm for Candoco, its artistic work, mission and values
- Have a commitment to diversity and inclusion
- Be strategic and creative thinkers
- Bring good, independent judgement
- Have good communication and interpersonal skills
- Work effectively as a team member, with respect for others
- Act with impartiality, fairness and confidentiality
- Not be afraid to speak their mind – with tact and diplomacy
- Have the ability to advocate for the organisation
- Be open to relationship-building for influence
- Have a willingness to learn new skills
- Be prepared to commit to the time and effort this role requires
- Understand and accept the legal duties and responsibilities of the role

At Candoco, we deeply value diverse voices and experiences, and are working to ensure that our leadership is representative of the communities we serve.

We also recognise that traditional routes into leadership positions are often inaccessible to disabled people and those from other marginalised communities.

Whether you come with deep sector knowledge or transferable skills from other areas, we encourage individuals from all backgrounds, ages, and levels of experience to express their interest - your perspective matters.

We are committed to ensuring a fully accessible application process and endeavour to meet any access needs.

## **Main responsibilities**

### **Chair/Co-Chair**

We recognise the enormity of the role of Chair within an NPO and charitable organisation and are open to a co-Chair model.

The role of Chair/Co-Chairs will be to provide overall leadership to the organisation (in a non-executive capacity) and work alongside the Co-Artistic Directors and Executive Director to set and review the vision, mission and organisational priorities of Candoco and to oversee the delivery of the business plan. The Chair will ensure that Board Members understand their roles and responsibilities; that Board meetings are effectively run and minuted; and that Candoco is compliant with charity and company law.

In addition to the Trustee's responsibilities, the key roles and responsibilities of the Chair/Co-Chairs include:

- The efficient conduct of the Board and general meetings
- The efficient and accountable business conducted between Board meetings, including
  - sub-committee effectiveness
  - regular communication between the Chair, the Trustees and sub-committees
- Compliance with sector code of good governance and charity and company law
- Appraisal of Senior Leadership
- Ensuring that the employment of Senior Leadership complies with employment and charities legislation and best practice
- Appraisal of Board effectiveness and Trustee performance
- Regular meetings and contact with Senior Leadership

We are seeking a Chair/Co-Chairs with the following attributes:

- Experience of leading a charitable organisation/National Portfolio Organisation
- Knowledge of the dance sector including the issues and challenges it faces
- An understanding of / lived experience of the barriers to engaging and participating in the arts for disabled audiences, artists and participants
- Commitment to our mission to pave the way for intersectional models of inclusivity that centre lived experience
- Strong influencing and communication skills
- A passion for the work and commitment to the aims and values of the company – with the time and willingness to advocate for us and champion our work

## **Trustees**

We truly value the members of our Board of Trustees and we want to ensure that serving on the board is enriching to you personally as well as being of benefit to Candoco. We are open and committed to exploring better ways of interacting together, and are consistently exploring new ways of embedding access into governance.

We plan to introduce Board Advisors, matched to staff 'circles' around key programme areas, to provide support, guidance, and feedback, helping to better steer the organisation. This initiative, led by our new Executive Director, is still in its early stages, and we welcome thoughts and input from the board as it evolves.

## **Principal Duties**

- To attend and contribute to four Board meetings, subcommittee meetings if applicable, and one Away Day per year
- To approve the Business Plan, including overall objectives and budgets while delegating implementation to the staff
- To understand the legal and financial responsibilities of Board Members (see below) and to carry out these responsibilities of monitoring and decision-making
- To support Candoco's vision, within the context of Candoco's history and identity, and to provide critical oversight with regard to the practical and financial implications of the artistic programme.
- To attend Candoco performances as often as possible
- To support the staff in their activities through attendance at key events and meetings
- To use their networks for the benefit of Candoco
- To contribute to the recruitment, appointment and appraisal of the organisation's senior staff

## **Legal & financial duties**

- To act with honesty and good faith in the best interests of the Company
- To ensure that the Company acts at all times within the aims set out in the constitution and in accordance with the conditions laid down by any provider of funds or grants
- To ensure that there is no misapplication of any Company property and that all assets of the Company are used for the benefit of the Company

- To avoid a conflict of interest. A Board Member is under a duty to disclose the nature of any interest which they have in any contract to which the Company is a party
- To ensure that the organisation operates within the limits of its financial resources, actual and expected

#### **Other duties**

- To exercise care, diligence and skill in the execution of Board Member duties
- To ensure that the organisation complies with the requirements of the Charity Commission and other relevant legislation, e.g. Health and Safety Regulations

#### **Current Sub-Committees structure**

- Finance Sub-Committee:
  - Meet quarterly, before each full Board meeting, to discuss the Management Accounts in detail
  - Sign-off Annual Accounts
- Fundraising Sub-Committee (currently combined with Finance)

#### **Recruitment process**

To express your interest in becoming a Trustee with Candoco, please complete the online form via our website with a short paragraph, voice note or video explaining how your skills and experience could support Candoco to fulfil its mission. Please also attach your CV or provide a link to your website / LinkedIn profile.

If you have any questions about joining Candoco's Board of Trustees that haven't been answered here, please contact us at [jobs@candoco.co.uk](mailto:jobs@candoco.co.uk), or call our office on 020 7704 6845.

**We aim to review expressions of interest once monthly, and appreciate your patience in receiving a response.**