



Craftspace seeks new Trustees

Would you like to contribute your skills to an arts organisation that transforms people's lives?

Would you like the opportunity to enhance your knowledge and advocate for the arts?

Craftspace is a leading creative producer and development organisation, pioneering approaches to engaging a diverse public with world class contemporary craft. We are recruiting six new trustees to join our dynamic team.

Please **download** the information pack for more information. We are seeking expressions of interest to this voluntary position by **26th October 2018**.

If you wish to discuss the role please contact:
our **Chair, Matthew Rhodes**

matthew.rhodes@camirus.co.uk

or

our **Director, Deirdre Figueiredo**

d.figueiredo@craftspace.co.uk

T: 0121 608 6668



About Craftspace



Jessica Hargreaves casting pewter at In:Site Festival

Craftspace is a charity creating opportunities to see, make and be curious about exceptional contemporary craft. We do this through different scales of touring exhibitions and cross artform productions, participatory projects, action research and consultancy.

We receive investment from Arts Council England as a national portfolio organisation in recognition of the high quality of our work and our 30 year track record. Craftspace is an educational charity and non-profit company limited by guarantee.

Management and governance

Craftspace operates with a small experienced team of 5.4 full time equivalent staff led by the Director Deirdre Figueiredo, MBE.

The Board is led by our Chair Matthew Rhodes, a former business owner and experienced non-executive director in energy sustainability and currently has five other Trustees. These are non-executive voluntary roles. The board plays an essential role in ensuring good governance whilst supporting advocacy, fundraising and development of the organisation's strategic and business plans.

Our Work

In 2012 Craftspace and its corporate partner VSM UK Ltd were the overall winner of the Arts & Business category of Business in the Community's Awards for Excellence.

An example of our innovative approach is a creative partnership with Arts Alive rural touring circuit and Birmingham Contemporary Music Group to commission Field Notes, a unique collaboration between composer Howard Skempton and Matthew Harris fieldnotestour.co.uk

Recent touring exhibitions include Radical Craft: Alternative Ways of Making craftspace.co.uk/radicalcraft and Made in the Middle madeinthemiddle.org/current-exhibition

Projects include Shelanu Craft Collective with migrant and refugee women craftspace.co.uk/shelanu and Making Together craftspace.co.uk/making-together working with families and Making for Change, working with young people to use craft for social action makingforchange.craftspace.co.uk

Over the next three years we are developing an exhibition about craft and the commons, curating a series of cross artform productions and developing participatory projects with a focus on families making together, social justice, community asset building and migration.

More about our work can be seen at craftspace.co.uk, [flickr.com/craftspace](https://www.flickr.com/photos/craftspace/), [facebook.com/craftspace](https://www.facebook.com/craftspace/), [youtube.com/craftspacevideo](https://www.youtube.com/channel/UCvXpYqYqYqYqYqYqYqYqYqY), twitter.com/tweetcraftspace

Craftspace is based in Birmingham and does not have its own venue. We work in partnership with a range of galleries, museums, community venues and organisations to develop and deliver our programme. Recent and current partners include Midlands Arts Centre, Outside In, Refugee Action, Jaguar Land Rover, Soho House Museum, Birmingham Cathedral, the University of Wolverhampton, Nottingham Trent University, the Arts & Humanities Research Council, the National Trust, Somerset Art Works and Birmingham Settlement.

Vacancy description



Andrew Omoding working in his studio for Radical Craft.
Photo: Trevor Marchand.

We are seeking trustees with skills and connections in one or more the following areas:

- Fundraising and development
- Social entrepreneurship
- Financial management and/or accounting
- Business strategy
- Creative practice
- Community development (voluntary and third sector)
- Youth engagement, services and policy
- Learning and participation (including Higher Education)
- Research, evaluation and impact measurement

All Trustees will be expected to:

- Contribute to the development of strategic direction and vision whilst monitoring delivery of existing plans
- Scrutinise and monitor finance
- Support fundraising strategies
- Advocate on behalf of the organisation
- Ensure compliance with the legal requirements of the Charity Commission, Companies House and all relevant legislation
- Work to avoid conflicts of interests and declare interests
- Evaluate the performance of the organisation and the performance of the board itself
- Enact our policy and procedures in relation to equality of opportunity and respect our code of conduct
- Attend and contribute to quarterly board meetings

Trustees will be involved in:

- Feeding into the business planning process and policy development to ensure
- Ensuring Craftspace is operating strategically
- Supporting the organisation to find new sources of income and feeding into the implementation of a fundraising strategy
- Building, strengthening and maintaining relationships with our core funders, donors and current or potential stakeholders
- Acting as a sounding board for our staff team and sharing knowledge in your area of expertise
- Bringing a range of connections from the wider artistic and business communities to grow our work, operating environment and partnerships

Key Information

- The basic time commitment from trustees is attendance at four meetings per year, plus an annual away day. There are occasional time-limited sub group meetings to address particular development needs or issues. We also encourage trustees to participate in training where appropriate.
- Board papers are sent in advance of meetings and preparation for discussion prior to the meeting is expected.
- Meetings are currently held at the Craftspace offices in Birmingham.
- The role of a trustee is voluntary and is not remunerated, but reasonable expenses will be paid.
- We believe it is vital that board members see and experience our programme and also encourage members to represent the organisation at networking and other events where possible.

Why Join?

Craftspace is a nationally significant organisation working with people in all walks of life. It's an opportunity to give something back to the community while meeting new people, learning new things and coming into contact with exceptional contemporary craft. This is an interesting time to join the board as Craftspace continues to develop its reputation and scope from a very strong financial, reputational and artistic base in the sector. We welcome applications from people seeking an introduction to working at board level and as non-executive directors, as well as more experienced candidates.

How to apply



Torches Chamber Arkestra by Carrie Fertig for Craftspace Curates. Photo: Joseph Potts.



Making Together, free workshops for families with young children.

Please send your CV together with a covering letter as an expression of interest.

In your covering letter please outline your interest in joining our board of trustees and summarise ways in which you feel you can contribute.

Please also complete and return our equalities monitoring form (for monitoring purposes only).

Please send your CV, covering letter and equal opportunities monitoring form to Deirdre Figueiredo d.figueiredo@craftspace.co.uk by **26th October 2018**.

The Process

Existing trustees will shortlist from expressions of interest received and invite individuals to an informal discussion in person with the Chair and Director. Following that our procedure is to invite potential new members to observe a board meeting before accepting a position on the board.

Craftspace is committed to equality of opportunity and places diversity, access and inclusion at the centre of our operation. We are particularly interested in receiving applications from potential trustees from culturally and ethnically diverse backgrounds or who would consider themselves to be disabled.