



A unique opportunity to join the Board of Creative United as our new Chair

November 2024

Creative United is inviting expressions of interest from candidates who bring relevant experience and a passion for the arts and social impact that would like to be considered for appointment as Chair of its Board of Directors.

Creative United is an entrepreneurial Community Interest Company that is focused on achieving a combination of social and economic impacts through arts, culture and creativity. The company was established in 2012 and has successfully grown over the past decade through the development and delivery of a wide range of publicly funded programmes that support inclusive access to the arts and creative industries.

Following David Gilbert's decision to step down this autumn after over 10 years at the helm, we are now seeking a new Chair to lead the company through its next period of development.

This is a particularly exciting stage for the company which is in a strong financial position with substantial reserves and a new multi-year funding agreement in place with our principal stakeholder, Arts Council England. We also have the benefit of a highly skilled and experienced Board of Directors who are actively involved in guiding and supporting the Chair and Executive team in the development and growth of the business.

Over the next 2-3 years we are looking to build on our current programme activities to further our social impact by supporting the careers of artists, increasing access and participation in music making and addressing issues relating to equality, diversity and inclusion in the arts and creative industries more broadly.

Our objective is to create a more inclusive creative economy across the whole of the UK. This will involve consideration of opportunities and challenges including the needs of creative practitioners to support sustainable livelihoods, ensuring that diverse communities across the UK have affordable access to the arts, continuing to diversify our income streams and strengthening key stakeholder relationships with existing and new funding partners.

The new Chair will make fresh, strong, economically and socially viable contributions to our thinking in these areas. Above all else, the new Chair will have a collegiate, enthusiastic and innovative approach to this role.

Job description and person specification

The Chair role is at the intersection of entrepreneurship and social vision. Success will depend on understanding how to build value and impact through the effective use of (mostly) public funding within a commercial context, as well as upholding our commitment to fostering a respectful and inclusive environment where all voices are heard and valued.

As a social enterprise, the opportunity with Creative United differs from many Chair roles in the arts sector because there is a greater degree of interaction with the Executive team required than most traditional Non-Executive roles. This extra contribution is reflected in the remuneration.

Please refer to the Job Description and Person Specification below for full details.

Application process

If you feel that this opportunity aligns well with your experience, passion for the arts and appetite for applying your knowledge and skills to help deliver social impact and positive change in the creative sector, we'd love to hear from you.

If you have any questions about the role, or would like to arrange an informal discussion about the opportunity with one of our current Board members, prior to submitting an application, please email recruitment@creativeunited.org.uk using the subject line 'Chair Recruitment Call' or telephone Mary-Alice Stack, Chief Executive, on **07947 451355**.

Equal Opportunities, Access and inclusion

Creative United is committed to diversity and inclusion in its recruitment and employment practices and policies. Our mission is to create an inclusive and diverse team of people, whose differences are our strength.

We are keen to encourage candidates from diverse socio-economic backgrounds to apply for this role, and welcome applications from people of colour, LGBTQ+, D/deaf and disabled people. We are also interested in hearing from people who may not have prior experience as a board member or chair, but nevertheless bring leadership experience in community, creative or entrepreneurial settings.

The role of Chair is a part-time commitment which can be managed flexibly through a combination of in-person and online meetings during the course of the year. In-person meetings will normally take place at Somerset House in central London. Step free access to most parts of the building can be facilitated.

Travel expenses for attendance at in-person meetings (including costs relating to support workers) may be claimed in accordance with our Expenses Policy.

If you would like to discuss any accessibility requirements for the recruitment process for this role at Creative United please call 020 7759 1115 or email

recruitment@creativeunited.org.uk and we will be happy to discuss your needs and make any reasonable adjustments to our interview process as may be necessary.

How To Apply

Please send us copy of your CV along with a written statement (“Expression of Interest”) no more than two pages long which addresses the following questions:

- Three key things that you’d like us to know about you and your background/experience
- What aspect of the opportunity to become Chair of Creative United appeals to you most
- What you’d hope to achieve as Chair over a period of 2-3 years

If you would like to submit your expression of interest in an alternative format, such as a video recording, please let us know in advance. Please submit your application by email to recruitment@creativeunited.org.uk .

Application deadline

Applications must be received by 5pm on Tuesday 31 December 2024.

JOB DESCRIPTION

Job title	Chair, Board of Directors
Job description last updated	November 2024
Reporting to	Board
Direct report/s	CEO
Other key relationships	<ul style="list-style-type: none"> • Non-Executive Board Directors • Executive team
Time commitment required	<ul style="list-style-type: none"> • 4 x board meetings a year, held in person in central London (2.5hrs duration, typically) • c.1.5 days (10 – 12 hours) a month with CEO and/or other members of the Board, as required
Remuneration	<ul style="list-style-type: none"> • £11,000 - £13,000 per annum made up of <ul style="list-style-type: none"> ○ Annual PAYE stipend of £2,000 in respect of governance role (preparation for and chairing of quarterly board meetings) ○ Up to £1k per month of consultancy fees for strategic advice in support of business development objectives in dialogue with CEO and other board members

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Purpose of role and key objectives

- **Leadership:** Provide strategic leadership and vision for the company, ensuring alignment with its mission, values and intersection of entrepreneurship and social vision.
- **Governance:** Chair Board meetings, ensuring effective governance and compliance with all legal and regulatory requirements.
- **Strategy:** Oversee the development and implementation of the company's strategic plan.
- **Social mission:** Ensure that the company is acting in line with its social mission, and ensure that mission develops in line with the strategy.
- **Commercial input:** Provide the company with valuable advice to grow its income dynamically and in line with its social mission
- **Financial Oversight:** Ensure the financial stability of the Company, including overseeing the annual budget and financial reporting.
- **Risk Management:** Identify and mitigate risks to the Company's operations and reputation.
- **People Development:** Lead the recruitment and development of Board members, ensuring the Board has the necessary skills and expertise.
- **Fundraising/Investment:** Support fundraising and investment initiatives, building and maintaining strong relationships with donors and investors.
- **External Relations:** Build the profile and positive reputation of the Company through effective networking and relationship building, as and when the opportunity arises

Person specification/key attributes

- Proven leadership experience
- Strong understanding of governance and financial management.
- Demonstrable experience working with funders/investors in the arts and/or creative industries
- A well-developed professional network and an understanding of the intersection between the public sector and the arts
- A track record of creating social and financial value in the commercial sector.
- Excellent interpersonal and communication skills.
- Ability to build relationships with a diverse range of stakeholders.
- Strategic thinker with a track record of innovative and effective problem solving.
- A passion for the arts and creative industries
- An understanding of the public sector and its style and method of operation.
- Commitment to the Company's mission and values.
- A strong understanding of and experience of social impact.

Organisation Values

Creative United looks to all its team members (staff and directors) to demonstrate how they uphold the organisations values in their work.

Creative United's values are:

Integrity

- All members of the team carry out their responsibilities in an open, honest and transparent way and uphold this value in all their dealings with each other.

Creativity

- We think creatively as a team and to create an environment where individuals have confidence to put new ideas forward to address challenges and move the business forward.

Entrepreneurial Thinking

- We are a dynamic, evolving organisation that works both within not-for-profit and commercial sectors and our workforce reflects this in their drive to bring new products and services to market that deliver both social and financial returns.

Inclusivity

- We believe that everyone should have the ability to engage with arts and creativity. Our team is therefore approachable, accommodating and understanding of the needs and circumstances of others and treat all customers, colleagues and stakeholders with respect.

Innovation

- The organisation does not stand still and neither do our team. Everyone at Creative United is always on the lookout for new ways of working and opportunities to make what we do bigger and better.

Accountability

- Everyone at Creative United has ownership over what they do and is accountable for both the successes and learning opportunities from their work. We also expect that everyone will celebrate and support the achievements of their colleagues.