

Recruitment of New Trustees

Babylon ARTS, (operated by Arts Development East Cambridgeshire) is a charity committed to inspiring, developing and delivering quality arts events and activities to engage communities in Ely and beyond. We were established over 25 years ago and operate from our micro arts venue situated on the riverside in Ely where we hold art exhibitions and live events. We run professional arts projects in communities across West Anglia and work with many local organisations and libraries to bring quality creative projects into communities. We also run an independent community cinema at The Maltings in Ely.

In 2014 a successful application to Arts Council England's *Creative People and Places* programme secured 3-year funding to establish '[Market Place](#)', a programme which broadened the geographic area of Babylon ARTS' work outside of East Cambridgeshire. The Market Place programme focuses on towns in Fenland and Forest Heath (West Suffolk), developing new ways of involving and empowering people through arts in areas of very low engagement. The Market Place programme is supported by a consortium and runs with a dedicated team of staff who operate alongside the core Babylon ARTS team and is now funded to continue until October 2021, with potential to continue for a further three years after that.

We have gone through a phase of organisational development; we are looking for new trustees to work with the board and Chief Executive (appointed in August 2018) to strategically steer the charity to meet its ambitions. Together and with the support of the Board of Trustees, the Chairperson and Chief Executive will be looking to harness new opportunities and grow our existing programme of work to ensure we're providing real benefit to the public.

We meet as a [Board](#) bi-monthly on a Monday evening from 6.30pm. We have developed several working committees to support the Board, including Finance & General Purposes and Gallery Sub-Group. Other groups have formed as required, for example to support particular bidding activity and we work closely with the Chief Executive and other staff members, in our specific areas of expertise.

Our Board:

The board comprises a range of people, from both the local area and wider East Anglia, they are led by the Chairperson who plays a key role influencing existing and new stakeholders to garner support and raise the profile of the organisation.

The Chairperson leads Board meetings, ensuring that everyone who wishes can have a reasonable chance to speak and take part. They aim to listen to and understand a wide range of views, present information clearly and concisely and get clarification of relevant points, thus enabling the Board to make effective decisions. The Board must demonstrate its robust governance of the organisation and is a member of the [Cultural Governance Alliance](#).

The board also includes a Treasurer and Secretary and these roles carry specific responsibilities relating to the financial and legal aspects of our charity and company registrations.

Role of Trustees

Trustees are responsible for the governance of the organisation; to ensure we meet our aims and objectives, remain financially sustainable and adhere to legal requirements for charitable organisations. They scrutinise board papers and policy documents, focus on key issues and provide guidance to staff.

Each individual member of the trustee board has a responsibility to contribute to the discharging of the board's duties. They can do this by:

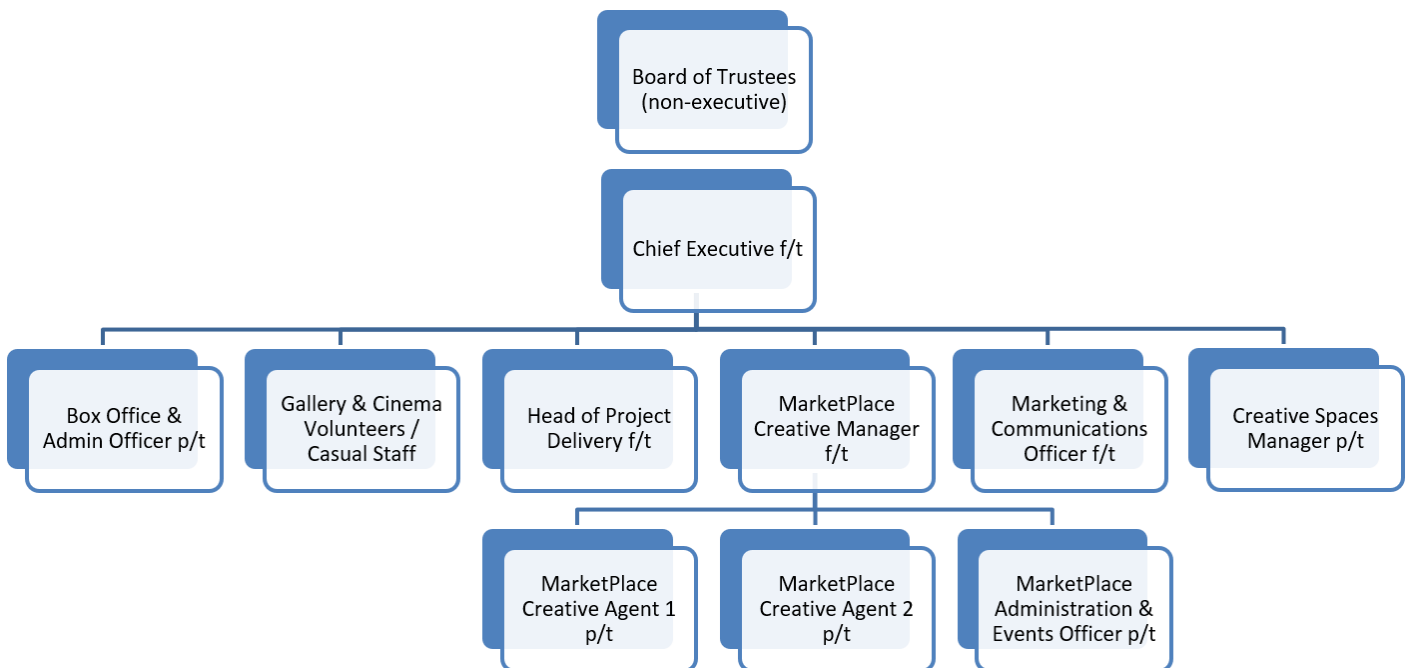
- Maintaining an awareness of the business of the organisation.
- Taking responsibility for their own learning and development.
- Regularly attending, preparing for, and taking a full part in meetings.
- Actively contributing to setting policy and strategic direction, defining goals, setting targets and evaluating performance.
- Monitoring whether the service complies with its governing document.
- monitoring the financial position and ensuring that the organisation operates within its means and objects, and that there are clear lines of accountability for day-to-day financial management.
- Supporting the development of the organisation through participation in agreed projects.
- Actively seeking to further the strategic objectives of the organisation, and acting in its best interests at all times.
- Maintaining confidentiality about any sensitive or confidential information received during duties as a trustee.

Personal skills and qualities for all trustees

Each individual member of the trustee board brings skills and qualities to the board. They add to the collective knowledge and experience by providing:

- Commitment and availability to attend meetings.
- Effective communication skills and willingness to participate actively in discussion.
- Willingness to gain knowledge of local needs and resources and where fundraising opportunities may lie.
- Commitment to the aims, principles, and policies of the Organisation.
- Willingness and ability to act in the best interests of the Organisation.
- Ability to understand and accept their responsibilities and liabilities as trustees and employers.
- Numeracy to the extent required to understand accounts with the support of a Treasurer.
- Ability to think creatively and strategically, and exercise good, independent judgement.
- Ability to work effectively as a member of a team

Organisational Chart (Sept 2020)



Expression of Interest

Please contact Linda McCord the Chairperson via office@babylonarts.org.uk or by calling 01353 616991 for further discussion. Or complete the Expression of interest form and email it to office@babylonarts.org.uk.