



Diverse
City

DIVERSE CITY TRUSTEE CANDIDATE INFORMATION PACK 2022

INCLUSIVE ARDS

ABOUT US

Diverse City is a performing arts company where social justice and culture meet. For the arts to fairly reflect and shape society, we believe all voices must be heard and all audiences welcomed.

We do this by making and touring new shows, nurturing new creative voices and engaging communities in artistic activism. Our circus performance company Extraordinary Bodies (led in partnership with Cirque Bijou) exemplifies truly representative performance.

Whether it's ensuring that all work is audio-described and BSL interpreted, or creating inclusive rehearsals and auditions, we think creatively to make sure art can be made by anybody, for everybody.

Find out more or get in touch:



diversecity1



Diverse City



diversecity.org.uk



OUR MISSION AND VALUES

Our Mission:

Our mission is to fight for equality in every artistic arena. The boardroom, the audience, backstage and centre stage should all be truly representative, and we're here to make that happen.

Our Values:

- Creativity
- Optimism
- Justice
- Collaboration



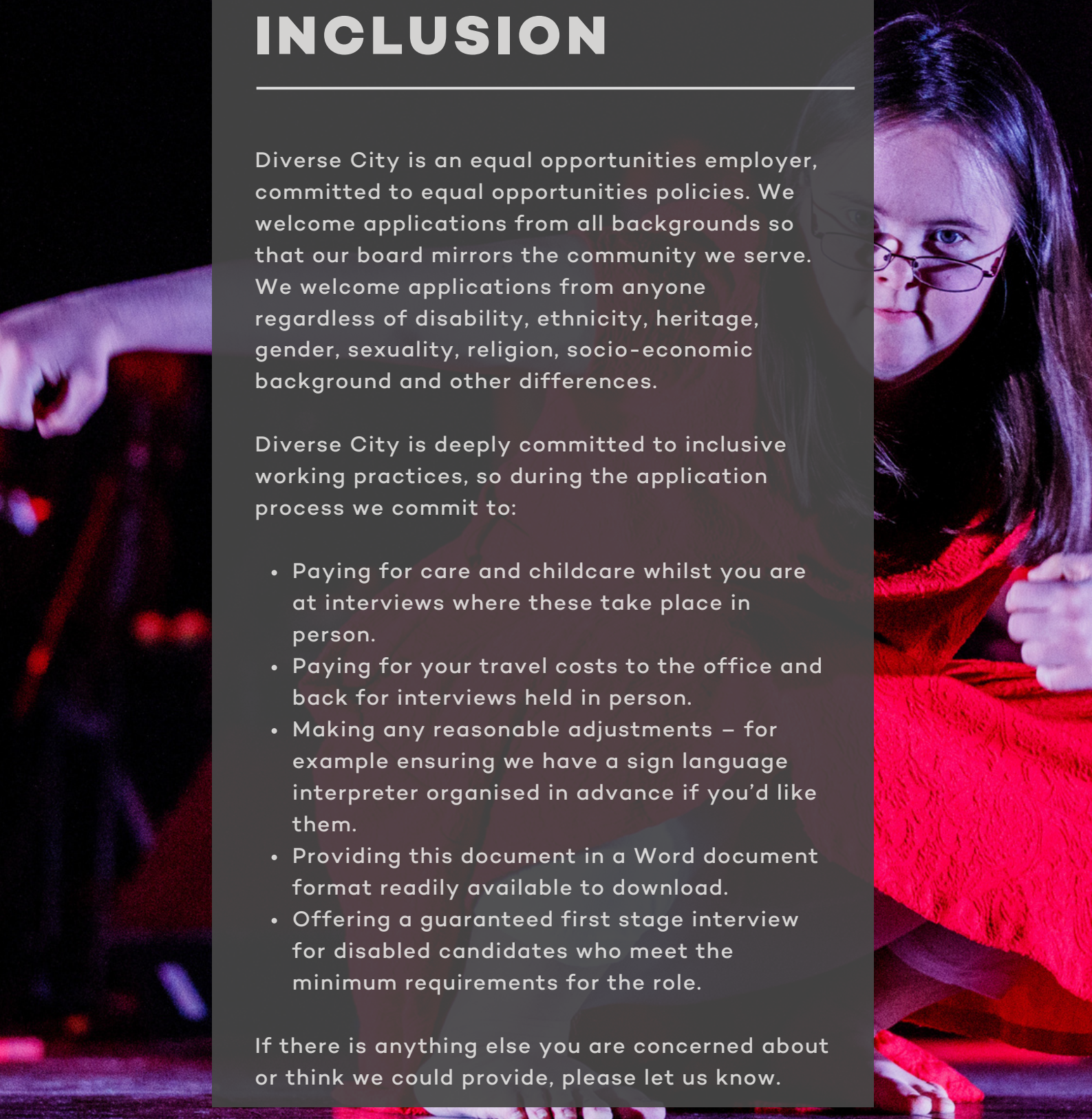
COMMITMENT TO EQUALITY, DIVERSITY & INCLUSION

Diverse City is an equal opportunities employer, committed to equal opportunities policies. We welcome applications from all backgrounds so that our board mirrors the community we serve. We welcome applications from anyone regardless of disability, ethnicity, heritage, gender, sexuality, religion, socio-economic background and other differences.

Diverse City is deeply committed to inclusive working practices, so during the application process we commit to:

- Paying for care and childcare whilst you are at interviews where these take place in person.
- Paying for your travel costs to the office and back for interviews held in person.
- Making any reasonable adjustments – for example ensuring we have a sign language interpreter organised in advance if you'd like them.
- Providing this document in a Word document format readily available to download.
- Offering a guaranteed first stage interview for disabled candidates who meet the minimum requirements for the role.

If there is anything else you are concerned about or think we could provide, please let us know.



ABOUT THE ROLE

Diverse City are seeking candidates who are able to commit to our mission to fight for equality in every artistic arena.

We are looking for 2 Board Members with skills in ONE of the following areas:

- Finance
- Charity Governance

Mindful of our strategic priorities we're also interested in candidates with skills in:

- Fundraising
- Digital Communications
- Legal
- Production
- Working with the Arts Council as a National Portfolio Organisation

PERSON SPECIFICATION

In addition to the specific skills listed above we would like our new Trustees to have:

- An understanding of and investment in the role and responsibilities of a Trustee.
- The ability to build and sustain positive relationships with key stakeholders and colleagues to achieve organisational objectives.
- A wholehearted commitment to the values and mission of Diverse City.
- A solid understanding of strategic decision making.
- A team-oriented approach to problem solving and management.
- A commitment to fairness and to promoting equality, diversity and inclusion.
- Excellent communication skills as well as the ability to listen and respect the ideas of others.
- Sound independent judgement, strategic vision and the ability to think creatively.



ADDITIONAL INFORMATION

TIME COMMITMENT

The time commitment is expected to be approximately 2 days per month

CONFLICT OF INTEREST

All candidates will be asked to disclose any actual, potential or perceived conflict of interest, and these will be discussed with the candidate to establish whether and what action is needed to avoid a conflict or the perception of a conflict.

TERMS OF APPOINTMENT

An offer of appointment will be made once all candidates have been interviewed, and will be subject to satisfactory completion of eligibility checks, including reference checks. If you are offered an appointment you will receive a detailed summary of your main terms and conditions. Terms of appointment are usually 4 years, renewable once.

LOCATION

Trustee meetings are currently held on Zoom. Trustees are expected to attend occasional performances when the company tours across the UK, at a location that is convenient. There are occasional meetings in person and these are usually in London.

REMUNERATION

The role of Trustee is unremunerated, although expenses for travel and other pre-agreed items may be claimed.

SAFEGUARDING

The Trustee is subject to the provision of all child protection legislation, and all policies governing staff that work with children and vulnerable adults.

HOW TO APPLY

The recruitment process is being undertaken by Inclusive Boards on behalf of Diverse City. If you wish to apply for this position, please supply the following by 23.59 on 10/07/2022.

- A detailed CV setting out your career history, with responsibilities and achievements.
- A covering letter (maximum two sides) highlighting your suitability for the role and how you meet the person specification. Please note that the covering letter is an important part of your application and will be assessed as part of your full application.
- Please provide details of two professional referees together with a brief statement of their relationship to you and over what period of time they have known you.
- Referees will not be contacted without your prior consent.
- Diversity monitoring form - your data will be stored separately from your application and will at no time be connected to you or your application.

If you have any questions or would like to arrange a call to discuss the role please email diversecity@inclusiveboards.co.uk or call 07738 725350.

Please send your CV and cover letter to diversecity@inclusiveboards.co.uk or visit www.inclusiveboards.co.uk/opportunities to apply online.

