



*Inspiring and empowering people
to explore, develop and grow*

TRUSTEE RECRUITMENT PACK 2021

WWW.CREATIVITYWORKS.ORG.UK

ABOUT CREATIVITY WORKS

We are an award winning, registered charity based in Radstock in Bath and North East Somerset (B&NES) and have been since 2012, part of Arts Council England's national portfolio of funded organisations.

We have a staff team consisting of 1 full time and 6 part time staff.

Currently, we have a Board consisting of 5 trustees. We are looking for up to 2 new trustees and a new chair to join us and bring with them fresh eyes and new perspectives to work with our experienced board. We would ask for your time as a minimum of up to 5 days a year and commit to a 2-to-3-year tenure and in return we will support you to grow your own professional networks and contribute to your local community to a cause you really care about.

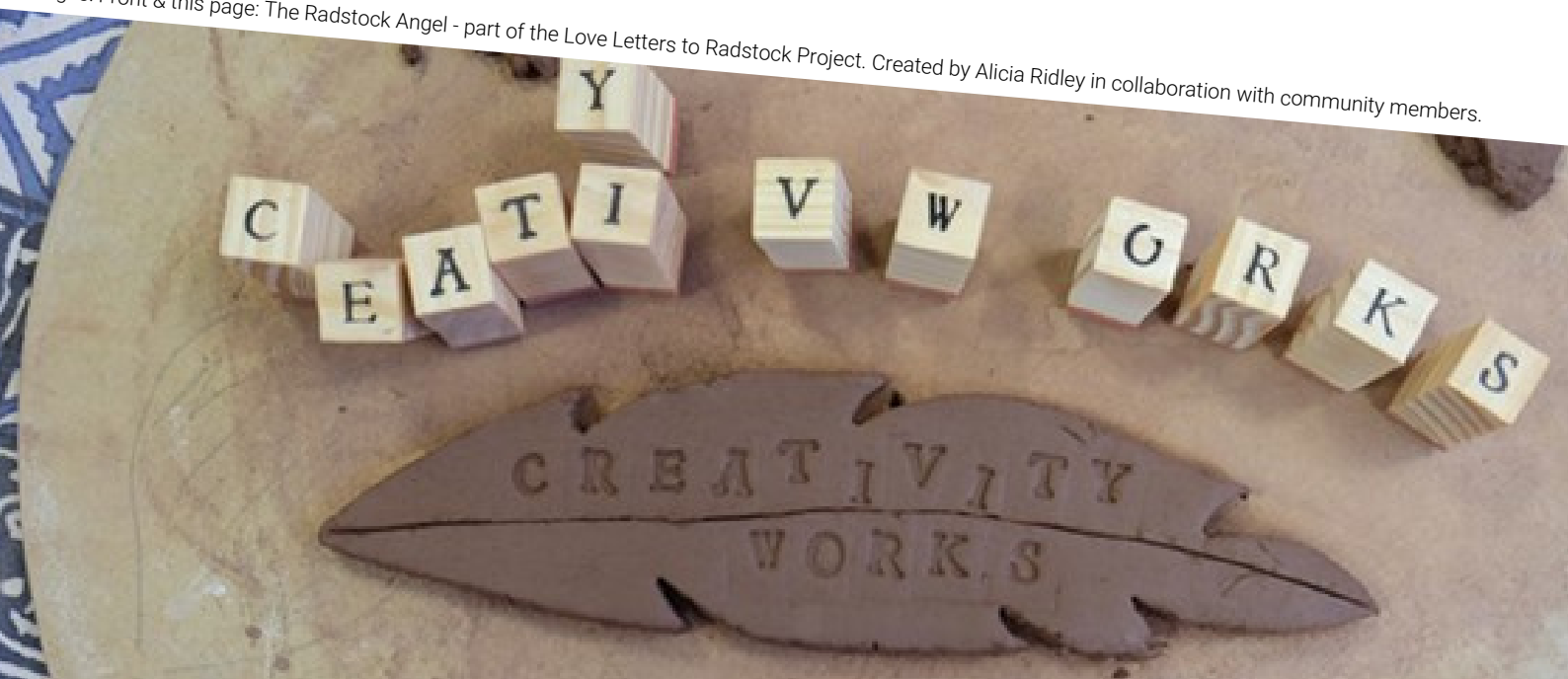
Between April 2020 - December 2020 we have delivered the following:

- 90 creative peer-led group sessions for 164 members
- 65 artist-led wellbeing sessions in B&NES for 162 attendees
- 30 artist-led wellbeing sessions for isolated people across Mendip
- 18 sessions for 18 participants for the Fresh Art@ project delivered with Avon and Wiltshire mental health partnership and Bath Mind
- 50 Artist Network Group sessions with 210 attendances & 28 co|Create sessions across 11 courses with 545 attendances by 219 artists, makers, and creatives
- 8 Wellbeing Packs delivered every month to over 550 people across B&NES who do not have digital access
- Month long online open call – the Creative Wellbeing Challenge with 31 creative prompts

*"I realise I am more creative than I thought.
I am more than someone with a mental health problem."*

Writing Space participant, one of our peer-led groups.

Images: Front & this page: The Radstock Angel - part of the Love Letters to Radstock Project. Created by Alicia Ridley in collaboration with community members.



"We use the power of the creative process to make a real difference to people's lives-inspiring and empowering them to explore, develop and grow. We draw communities together and enable more people to access the arts."

The strength of our work lies in the fact that it is participant driven. We are responsive, flexible and creative and encourage participants to actively shape and co-design their own creative learning journey. Participants explore, develop and grow due to their own imagination, invention and insight supported and facilitated by our expertise: the quality of our artists, the experience and skills of our staff, and through seeking and maintaining mutually beneficial, strong partnerships.

We partner with a wide range of cross-sector partners including health, local authorities, museums and cultural organisations, community development and voluntary partners to deliver the following:

- Creative activities, courses and projects designed for a diverse range of communities and groups, including those living with poor mental health, young people and families and adults with learning disabilities
- We support and develop the work of our artists and creatives and contribute to the national research and debate concerning Socially Engaged Arts
- We deliver social prescribing and creative commissions
- We contribute to the ecology and landscape of the arts, health, and community sectors on a local, regional and national scale through the dissemination of our work and through partnership development with the health sector
- We use our expertise to lobby and advocate for policy change and evidence the benefits and social impact around an arts intervention in health and wellbeing

Image: Philippa Forsey, Creative Wellbeing Manager, holding artwork inspired by The American Museum by Sue Mainstone. Part of the FrestArt@ Project.



WHO ARE WE LOOKING FOR?

Currently we have a Board consisting of 5 trustees. We are looking for up to 2 new trustees to join us and bring with them fresh eyes and new perspectives to work with our experienced board.

We are also looking at recruiting a new Chair. Our current Chair wishes to step down at the next AGM in the autumn of 2021 (having completed two years as Chair).

You may have experience previously of sitting on a Board or none at all and we welcome both. If you haven't had board experience before, we can offer you support, pairing you with an existing board member to help guide you through the process.

We're looking for people from lots of different backgrounds and you may be looking for a new challenge, to gain experience or because you have something valuable to offer us like a particular skill or expertise. You may wish through this opportunity to grow your own professional networks and contribute to your local community to a cause you really care about.

Most importantly you share our values and goals and acting as a critical friend you will challenge us to do better around ensuring true equality, inclusion and access to our programmes of work. You will ask us constantly; which diverse artists and creatives are we nurturing and supporting? What voices are missing from our programmes of work? how do we recruit our staff and volunteers to ensure we are representative of our communities we serve?

You will have some or lots of experience in some of the following areas:

- Social Enterprise and innovation
- Equality, access and inclusion
- Health and Wellbeing
- Environment
- Legal

Image: Made in Foxhill ©Hannah Clark



**ASK MORE
QUESTIONS**

There are legal duties we will ask you to fulfil:

- Ensure compliance with all legal, Companies House and Charity Commission requirements
- Approval of the annual budget and business plan and help ensure the financial stability of the organisation
- Support the appointment of new staff
- Approval of all policy documents for the organisation
- Advocate for us with supporters and stakeholders, and help introduce contacts to Creativity Works to ultimately benefit our communities and participants
- As part of the Board, ensure we remain on track and true to the organisation's vision and mission

In addition to the above statutory duties, each trustee should use any specific skills, knowledge or experience they have to help the board of trustees reach sound decisions. This may involve scrutinising board papers, leading discussions, focusing on key issues, providing advice and guidance on new initiatives, or other issues in which the trustee has special expertise.

The role of Chair also has the following duties:

- Providing strategic vision and leadership, working closely with the Director
- Helping to develop relationships with existing supporters and identify/approach potential new donors/ sponsors
- Promoting strong relationships and open communication between trustees and the Creativity Works team
- With the Board, ensuring suitable financial monitoring and management is in place to ensure long term financial stability
- Line managing the Director and carrying out an annual appraisal of performance
- Developing the board agenda and chairing board meetings (4 per year) to enable inclusive, constructive debate; thorough consideration of strategic matters and effective decision making

Creativity Works values representation and strives to promote equality and diversity at all levels. We welcome and actively seek applications from those currently underrepresented in our workforce, on our board and in the arts community; particularly people from ethnically diverse backgrounds, young people aged 18-30, people who are LGBTQ+ and disabled people.

Image: Members of Writing Space, one of our peer-led groups, exploring the netsuke collection from The Holburne Museum during one of their sessions.





Image: Experimenting with charcoal during a Creative Links session. ©Gavin Maxwell

Person specification

- A commitment to the organisation
- A willingness to devote the necessary time and effort
- Strategic vision
- Good, independent judgement
- An ability to think creatively
- A willingness to speak their mind
- Empathetic
- Culturally aware
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship or a willingness to learn
- An ability to work effectively as a member of a team
- A commitment to our values of Creativity, Transformational, Community and Openness

Terms of Service

The trustee and Chair roles are voluntary and unpaid
– we can however cover access costs and travel expenses.

We would ask for your time as a minimum of up to 5 days a year
and commit to a 2-to-3-year tenure.

HOW TO APPLY

For an informal discussion around the trustee and Chair roles, please contact the Director at Creativity Works - Sarah James on sarah@creativityworks.org.

Submit a copy of your CV and a supporting statement (no longer than 2 sides of A4) explaining what you could bring to Creativity Works and why you are interested in the role (specify which role you are applying for) to Sarah James, Director at sarah@creativityworks.org.

Alternatively, send in up to 5 minutes of film describing more about yourself, your skills and experience, why you would like to join us and what you could bring to the role. Please submit the film through We Transfer.

If there are barriers to you applying, please get in touch and we'd be happy to discuss.

Deadline for submissions is 09.00 the 01 June 2021. Once the deadline has passed, we will review all applications and following this, we'll invite all candidates that feel like the best match for Creativity Works, to observe our next Board meeting. If it works both ways, we'll then sign you up as a Board member.

"Creating the artwork, donating it and having it displayed in AWP buildings, as a service user is awesome! It's giving back, it improves the environment for others and there is a sense of real value. The Fresh Art project is a very powerful concept."

FreshArt@ participant

Image: The Fresh Art@ Exhibition at Bath Artists Studios. All images ©Morwhenna Woolcock unless otherwise stated.



Creativity Works
Leigh House 1 Wells Road,
Radstock, BA3 3RN
www.creativityworks.org.uk
registered charity no. 1075812
company no. 3768255