



# **CHESHIRE DANCE BOARD OF TRUSTEES**

**CREATE. LEARN. EXPERIENCE**





## WHO ARE WE?

Cheshire Dance is a registered Charity, founded in 1976 and based at Winsford Library in the heart of Cheshire. Our core mission is to offer everyone – regardless of age, background, ability / disability – access to dance and the chance to benefit from its transformative power.

We are a National Portfolio Organisation of Arts Council England and embrace their Let's Create strategy, Outcomes and Investment Principles.

We receive significant investment from Cheshire West and Chester Council and work collaboratively with many partner organisations across the public, arts, culture, health, education and voluntary sectors.

# WHAT WE DO

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Cheshire Dance is a specialist in participatory community practice. Some 92% of its engagement programme seeks to address the systemic issues around inequalities of opportunity and health and focuses on those with protected characteristics.

We are a nationwide specialist in developing artists who work within these under-represented communities and are particularly proud of our recent work with those with Profound Intellectual and Multiple Disabilities (PIMD) as well as in Social Prescribing.

At a time when dance-centred education policy is moving backwards, we are successfully bucking the trend in working with schools and head teachers in informal and formal contexts.

We value working in partnership with others and actively seek collaborations with Global Majority-led organisations with the intention of forming mutually supportive, long-term relationships.

In 2018 we became the lead organisation of **Dance Consortia North West**, a partnership of Dance Organisations, Venues, Higher Education Institutions and Artists based in the region. DCNW seeks to create a strong ecology for dance to thrive, commissioning artists and organisations, enabling partners to work together, sharing knowledge and advocating for investment across the region.

Cheshire Dance is also the producer of **Now Northwich**, an International Dance and Street Arts Festival, with the last event taking place in April 2022





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## THE FUTURE LOOKS BRIGHT

Cheshire Dance continues its long-standing relationship with Arts Council England as a National Portfolio Organisation for 2023/2026 as well as a key service provider for the Local Authority.

While we all face a tough economic climate, Cheshire Dance is an agile organisation whose plans remain ambitious and core costs under control. You will be joining us at an opportune time where your voice could really make a difference.



# HOW CAN YOU HELP?

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An outward-facing organisation, Cheshire Dance looks to include more diverse voices and lived experiences represented through its Board and welcome those with a different skillset and/or from a diverse background to enrich and expand our pool of creative and organisational knowledge.



We encourage people with broad experience (not necessarily with Board experience) from ALL walks of life to submit their interest to join the Board. This includes those with protected characteristics, disabled people (including hidden disabilities or neurodiversity such as autism and dyslexia), people from the global majority, LGBTQIA+ and young people aged under 25, amongst others.

Cheshire Dance values lively discourse and strong views as a way of navigating a new way forward. With this in mind, you need not be afraid to challenge both Management and fellow Board members.



As a person, you should be passionate about our work in underrepresented communities and be a strong advocate of our mission to ensure everyone has access to dance. Externally, you will champion our reputation and articulate our value and relevance.





## WHAT'S IN IT FOR YOU?

We offer the chance to give back to your community in this voluntary role, to hone and share your leadership skills through collaboration to develop a strategy that will take the Charity forward, enabling more people to benefit from the transformative power of dance.

You will bring to the table your own views and experience, which you will use generously to enrich and expand our pool of creative and organisational knowledge.

In return, you will gain a wealth of transferable personal and professional skills that will empower and enrich and have the opportunity to extend your network in the creative, cultural, public, voluntary, education and health sectors.

# YOUR ROLE & RESPONSIBILITIES

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**As a Board member of Cheshire Dance, you must be prepared to:**

- Exercise prudence in ensuring correct governance, complying with the legal requirements of running a Charity.
- Set aside an adequate length of time to read and interrogate Board Reports, Minutes and Creative Schematics before Board meetings, in order to satisfy yourself that due process is carried out.
- Be available to attend x4 two-hour hybrid Board meetings and periodic Board Working Parties to discuss more specific subjects, usually lasting no more than an hour.
- Ensure Cheshire Dance applies its resources exclusively in pursuance of its Charitable objects.
- Have an enthusiasm for the work of Cheshire Dance and the time and commitment to carry out the duties of a Board member.
- Contribute actively to the Board of Trustees' role in resolving and crystallising the strategic direction of Cheshire Dance, setting overall policy, defining and monitoring objectives and evaluating performance.
- Safeguard the good name and values of Cheshire Dance.
- Ensure effective and efficient Governance of Cheshire Dance.
- Ensure financial stability of Cheshire Dance.
- Hold Cheshire Dance 'in trust' for current and future beneficiaries.

For more general information, consult the Charity Commission's 'The Essential Trustee'.



## THE ROLE OF TREASURER

**In addition to the normal Trustee responsibilities the Treasurer will have a particular focus on:**

- Knowledge and experience of current fundraising and finance practice relevant to small charities.
- Knowledge of bookkeeping and financial management
- Good financial analysis skills
- Ability to communicate clearly

**The role and responsibilities of the Treasurer:**

- Oversee the financial affairs of the organisation and ensure they are legal, constitutional and within accepted accounting practice.
- Chair the Finance Committee, made up of a small group of the Co-Chairs, Director and Trustees. Meetings are held quarterly, in addition to regular board meetings.
- Liaise with relevant staff and committee members to ensure the financial viability of the organisation.
- Support the Director to ensure proper records are kept and that effective financial procedures and controls are in place.
- Oversee the production of necessary financial reports both internal and external, annual budgets, annual returns, annual report and accounts for audit/independent examination.
- Oversee the production of the annual budget and propose its adoption at the last meeting of the previous financial year (Usually February).
- Oversee the monitoring and reporting on the financial health of Cheshire Dance ensuring fellow Board members are aware of their financial obligations and take a lead in interpreting financial data to them.
- Appraise the financial viability of plans, proposals and feasibility studies.



# IN SUMMARY

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## Most Importantly...

As a Board and Team, we are a supportive and collaborative group of people who embrace new ideas and challenges and are open to constructive criticism and big-picture thinking. We respect one other and value generosity, honesty and a sense of humour.

To be a Board member, it is not vital that you have active experience in the dance world, but you will share the passion for our purpose.

If you are as excited, committed and driven as we are; value collaboration and have a founding desire to improve people's lives through their experience of dance, please submit your Expression of Interest.



# HOW TO APPLY

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To apply to join our Board, please submit your Expression of Interest with responses to the following questions along with your CV:



- Why would you like to join Cheshire Dance as a Trustee?
- What experience do you have that will be relevant to the role of Treasurer?
- What do you feel you'll bring to the Board of Cheshire Dance in terms of skills, experience, perspectives, knowledge or other?

Please include any experience you have of working with Arts Council England, Local Authorities, in Education and / or Health sectors.

## Do you have any questions?

If you have any questions or would like an informal chat with our Director, Adam Holloway or Co-Chair Peter Mearns before submitting your expression of interest, please email: [adam@cheshiredance.org](mailto:adam@cheshiredance.org) or [peter.mearns@live.co.uk](mailto:peter.mearns@live.co.uk).

Expressions of Interest should be sent by **19th January** to: [adam@cheshiredance.org](mailto:adam@cheshiredance.org)



Cheshire  
Dance