



# NEW VIC

## New Vic Theatre

**Recruitment of Board Trustees  
Information Pack**

May 2024

# Become a New Vic Theatre Board Trustee

New Vic Theatre is one of the country's most successful arts charities and we are now looking for new trustees to join our Board in 2024.

Our trustees are volunteers and have overall responsibility for what we do at the New Vic, leading our strategic direction and ensuring we meet our charitable aims and objectives.

This pack gives more details about the New Vic, about the role of a Trustee and how to apply. We will also be offering the opportunity to drop in to an informal session to learn more about what's involved. We will have a number of opportunities to join our board across 2024.

Learn more about being a charity Trustee at our informal event on **Wednesday 22 May - 5.30pm to 7.30pm** at the New Vic Theatre.

If you would like to register to attend our informal session to learn more then please contact us on 01782 381371 or email [recruitment@newvictheatre.org.uk](mailto:recruitment@newvictheatre.org.uk).

If you are interested in joining our Board of Trustees we'd love to hear from you.

The deadline for applications is **Monday 10 June 2024 at 12 noon**.

We hope that this pack will answer all your questions, but if there is anything else you would like to know about the role, or about being a Trustee please do get in touch on 01782 381371 or by email at [recruitment@newvictheatre.org.uk](mailto:recruitment@newvictheatre.org.uk)



## About the New Vic

The New Vic is unique. The first purpose-built theatre-in-the-round in Europe and a ground-breaker in the integration of professional theatre work with an extensive community and education programme - we make theatre that is valued by local audiences in Newcastle-under-Lyme, Stoke-on-Trent and Staffordshire and also recognised nationally.

- Nominated Best Production for Children and Young People in UK Theatre's national awards 2022.
- 2022 - opened *Marvellous* at Soho Place Theatre: the first new theatre to be built in the West End in 50 years. *'Life-affirming show that's true to its name'* The Times; *'Full of wow factor, a life-affirming treat'* The Telegraph.
- New Vic Borderlines, winners of the ABTT Award for excellence in innovative and inclusive theatre 2023.
- New Vic Education on national BBC news as part of an RSC partnership '37 Plays'.
- Lead for the celebrated Arts Council England, Creative People & Places programme Appetite.

***Our mission is to make excellent theatre  
with a social impact***

## What we do

We believe in the power of theatre to change lives. We also believe that everyone should have access to great theatre and on average 180,000 people a year visit the New Vic. We have forged a national reputation for producing first class theatre - usually 8 or 9 in-house productions annually - with a particular strength in our work for young people and their families. What makes us special is that we maintain a permanent, on-staff team of artists and theatre-makers - directors, scenic artists, painters, skilled costume makers, carpenters, lighting, sound, set and costume designers all have a professional home at the New Vic, earning a living and contributing to the place they live as local artists.

## Where we work and why

Our work is for our local communities. Many of the communities we work with and serve in Stoke-on-Trent and North Staffordshire are amongst some of the most disadvantaged in the country, identified as one of Arts Council England's (ACE) priority areas for investment.

## Benefits for the place we live and work in

We know that art and culture have a wide, measurable impact on our economy, health and well-being, society and education.

For example, that young people from low income families who are able to engage with the arts are three times more likely to get a degree than those who don't; that young people who engage with the arts are twice as likely to volunteer in the community as those who don't; that engagement with cultural activities is the most important indicator of happiness in later life; that engaging with cultural activities has a direct impact on health and wellbeing.



## The New Vic contributes to our area by:

- Being a good news story for our area, and something for local people to be proud of.
- Supporting our area to retain graduates and also attract new people to live and work here.
- Creation of new local jobs - not just at the theatre but in supporting industries.
- Promoting the names of Newcastle-under-Lyme, Stoke-on-Trent and North Staffordshire on national and international stages.
- Making a demonstrable positive impact on health and wellbeing.
- Ensuring all young people in our area have access to the highest quality arts and culture.
- Being a key part of strong cultural offer supports local tourism and in-bound tourism.
- An economic boost:
  - The arts and culture sector contributes 7.7bn to the UK economy.
  - With a turnover of around £5 million, employing more than 100 people, plus around 200 artists annually, the New Vic is a significant contributor to the local economy for Newcastle-under-Lyme, Stoke-on-Trent and North Staffordshire.



### **What you can expect from us:**

- The opportunity to help shape the future direction of a successful arts charity making a big impact for our area and on the national stage.
- Being part of an active, loyal, and engaged group of Trustees.
- Flexibility when it comes to attending meetings either in person or remotely via video call.
- A full Trustee induction.
- An offer of an annual 1-2-1 with the Chair.
- Meeting expenses covered if required.
- Food and refreshments at meetings.

### **We are looking for:**

We are particularly interested to hear from potential Trustees who have experience and/or skills in Equality and Diversity in the Arts and younger people between the ages of 20-30.

### **New Vic Trustee - Person Specification General**

- Regular theatre attender or willingness to start attending New Vic productions.
- Strong and visible passion and commitment to culture and the arts and the strategic objectives of the New Vic Theatre.
- Ability to work effectively as part of a team that makes collective strategic decisions.
- Knowledge and experience of equality and diversity issues and practice.
- Willingness to give the minimum time commitment required both to the full board and any relevant sub committee.
- Commitment of between 4-6 days a year will be required in the role, plus attendance at theatre opening nights and other events (various across the year).
- Minimum initial term as a trustee is 1 year but up to 3 years is a usual term.
- This is a voluntary role and the position is unpaid.

## **New Vic Theatre Trustee Job Description**

- Be a passionate advocate and supporter of the New Vic Theatre and its activities, including attending performances and Education, Borderlines and Appetite activities.
- Keep informed about the activities of the theatre and wider issues which affect our work.
- Under the leadership of the Chair, set the policy and strategic direction of the company and monitor progress towards delivering agreed targets, working closely with the Managing Director and Artistic Director.
- Ensure that the Board set and review realistic financial targets within the business plan and in the longer term, and ensure the financial stability of the company.
- Ensure that the theatre complies with our governing document and any other relevant legislation or regulations.
- Ensure that the theatre pursues our charitable objectives as defined in our governing document and manage risks associated with this delivery.
- Ensure the theatre applies our resources exclusively in pursuance of our objectives.
- Attend meetings, including any sub-committees as appropriate, and to read papers supplied.
- Represent the theatre at functions and meetings as appropriate.
- Declare any conflict of interest while carrying out the duties of a trustee.
- Be collectively responsible for the actions of the theatre and the board.
- Ensure that the highest standards of corporate governance and ethical/professional behaviour are maintained and, as appropriate, introduced across the theatre to meet changing circumstances and good custom and practice.
- Work to support and within the theatre's equal opportunities policy.
- Appoint and support the Artistic Director and Managing Director (Joint Chief Executives) and monitor their performance.
- Ensure collaborative and effective relationships exist between the Board, the Artistic Director and Managing Director.
- In addition to statutory duties of all trustees, each trustee should use any specific knowledge or experience they have to help the board of trustees reach sound decisions. This will involve scrutinizing board papers, leading discussions, focusing on key issues, and providing advice and guidance requested by the board on new initiatives, or other issues relevant to the area of the theatre's work in which the trustee has special expertise.
- Participate in other tasks as arise from time to time, such as interviewing new staff and helping with fundraising.
- Act as an ambassador and spokesperson for the New Vic and assist in developing relationships with key stakeholders.
- Be a fundraising champion, and if appropriate, help to develop relationships with existing supporters and identify potential new donors/sponsors.

## Applying

To apply, please forward your CV, a covering letter/email and equal opportunities form. In your covering letter/email, please tell us why you want to be a Trustee for the New Vic, include any previous experience you have of volunteering or a trustee role. Experience is not essential.

The New Vic aims to attract, develop and retain the best talent for all roles and will appoint Trustees based on merit. We consider that diversity within our workforce and our Board of Trustees is essential for the art we make and essential for our industry.

The deadline for applications is **Monday 10 June 2024 at 12 noon.**

We value diversity and positively encourage applicants from all sections of the community, particularly younger applicants or those under-represented across the arts workforce, especially applicants who are disabled, applicants of African or Caribbean, South Asian, East and Southeast Asian, or mixed heritage, or part of the Global Majority, LGBTQIA+ applicants.

We want to make sure that our application process is accessible to everyone:

- This information is available in other formats and we can supply large print, plain text or audio.
- We request all applicants fill in our equal opportunities monitoring form to help us monitor our progress in attracting and retaining a diverse Board of Trustees. This information is not used by the shortlisting panel.

Email your CV, covering letter and equal opportunities form to: **recruitment@newvictheatre.org.uk** using the subject line Trustee. Or post your application to:  
Administration Department, New Vic Theatre, Etruria Road, Newcastle-under-Lyme, Staffordshire, ST5 0JG.

We hope that this pack will answer all your questions, but if there is anything else you would like to know about the role of a Trustee or would like to attend the '**Being a Trustee**' session, please email Sara Lockett at **recruitment@ newvictheatre.org.uk** or telephone 01782 381371.



New Vic Theatre , Etruria Road, Newcastle-Under-Lyme, Staffordshire, ST5 0JG Stoke-on-Trent  
& North Staffordshire Theatre Trust Ltd. Company registration number: 911924. Charity  
registration number: 253242. The New Vic Theatre operates thanks to partnership between the  
Arts Council England, Newcastle-Under- Lyme Borough Council, Staffordshire County Council,  
and Stoke-on-Trent City Council.