


OPEN THEATRE
CHAIR OF THE BOARD
JOB DESCRIPTION



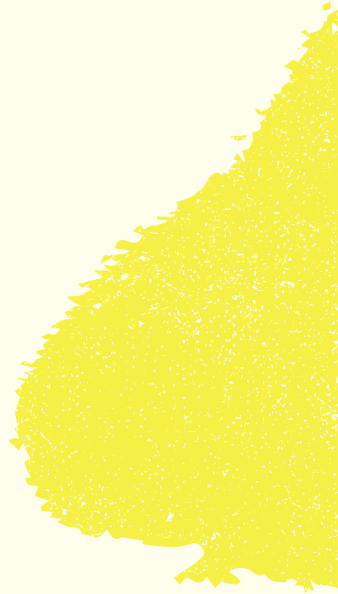
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KEY RESPONSIBILITIES AND DUTIES

- To engage with, understand and endorse the strategic direction for Open Theatre, including its mission, vision, and values, working closely with Open Theatre's Leadership Team
 - To nurture, support and model leadership in line with the values of Open Theatre i.e. to encourage high quality conversations and debate whilst supporting the principles of accessibility and inclusion of all board members.
 - To work closely with and support Open Theatre's Leadership Team
 - To take responsibility for leading and enabling board members to exercise appropriate levels of governance oversight and accountability while delegating management and administration to the Director and Leadership Team.
 - To regularly review the charitable purposes and monitor the context and operating environment in which Open Theatre works and to address emerging issues which may impact on strategy, implementation or reputation with key stakeholders.
 - To ensure that Open Theatre functions within the legal and financial requirements of a registered charity as well as applicable codes and standards – including financial, artistic, health and safety, risk management, legal and equality & diversity.
 - To approve strategic plans, budgets, annual accounts, reserves policy and position, and to monitor and evaluate the progress of the organisation against its strategic aims, objectives and financial targets (including ACE's NPO's Terms and Conditions of Funding).
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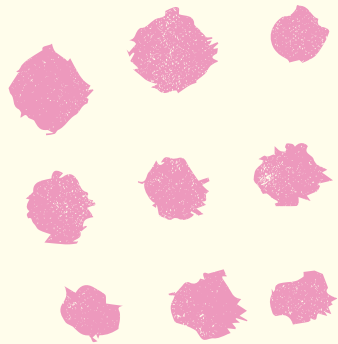
WORKING RELATIONSHIP WITH THE DIRECTOR AND LEADERSHIP TEAM

- To act as a regular sounding board and offer advice and support.
- To support the Director and Leadership Team in key stakeholder relationships, when necessary, including Arts Council England.
- To sit on staff appraisal, recruitment and disciplinary panels as required.
- To lead the recruitment and appointment of the Director, if and when necessary.



MANAGEMENT OF THE BOARD

- To facilitate all Board members to use their skills and expertise to support the work of the company.
- To lead recruitment of new Trustees, where necessary.
- To lead the Board in their understanding and application of good charity governance and applicable company laws.



FUNDRAISING AND CHAMPIONING

- To help support the development of Open Theatre's fundraising efforts including supporting existing stakeholder relationships and cultivating new supporters.
- To engage in discussions of fundraising strategy, ensuring Open Theatre's fundraising efforts are maximised.
- To support Open Theatre's relationship with Arts Council England which includes an annual review meeting.
- To advocate for Open Theatre and act as its ambassador and champion and encourage and support other members of the Board do the same.

For an informal conversation about the role, please contact recruitment@opentheatre.co.uk

APPLY NOW

