

Role Title: Chair of the Board of Trustees

Role Overview

We are seeking to appoint a dynamic individual to bring new thinking and creative leadership to Nottingham Contemporary as Chair of the Board of Trustees. This is an exciting time to join us, as the gallery marks its 15th year anniversary whilst looking forward to its next chapter. As Chair of Trustees, you will be an effective and influential ambassador for Nottingham Contemporary and have a personal commitment to our ethos and values.

Main Responsibilities

- Provide strategic leadership, chairing Board meetings, facilitating constructive debate and collective decision-making, ensuring that Trustees continue to be fully engaged and that decisions are taken to maximise Nottingham Contemporary's mission and resources.
- Lead the strategic direction of the organisation, in conjunction with the Director, the Senior Leadership Team and Board of Trustees, to ensure the sustainable use of resources to meet the charitable purposes of the organisation and to ensure the financial stability and viability of the organisation.
- Ensure strategic plans are in place to deliver the artistic vision and organisational objectives and to support the Director and Senior Leadership team in their implementation.
- Act in the Charity's best interests and ensure the organisation complies with its '*Articles of Association*' and '*Charitable objectives*', and functions within the legal and financial requirements of a charitable trust and any other legislation or regulations that apply to it.
- Promote and embed good governance, overseeing the composition of the Board of Trustees with the Director, to ensure that the professional skills and knowledge on the Board serve the interests of the Charity and that any recruitment is carried out fairly and in conjunction with the requirements of all stakeholders and funders and following best practice.
- Work closely with the Director to set the agenda for Board meetings, ensuring that the key matters of business, accountability and risk are itemised and discussed to achieve the Charity's business plan.
- Act as line manager and critical friend for the Director on behalf of the Board.
- As the Charity is a National Portfolio Organisation, support the Director in communications and reviews with Arts Council England, ensuring all requirements of ACE's published strategic outcomes, investment principles and periodic funding agreements are met.
- Act as an advocate and ambassador for Nottingham Contemporary via networking and attendance at events, representing the organisation to raise its profile.

- Serve for an initial term of four years.

Time Commitment

Estimated at an average of 2 days per month.

To chair 4 (from 2025 – 5) full Board meetings per year and to attend the Finance and Audit Committee meetings, of which there are up to 6 per year. Regular 1:1's with the Director and up to 2 Board Development/Away Days per annum. You will be invited to voluntarily attend the 3 exhibition openings per year and other fundraising, networking and promotional functions.

Some meetings may be able to be accessed remotely; however, the attendance of the Chair is felt to be beneficial as regularly as possible.

Person Specification

	Essential	Desirable
Skills	<ul style="list-style-type: none"> • Excellent strategic thinking skills. • Pragmatic problem-solving skills. • Strong communication, interpersonal and relationship building skills to engage all stakeholders, including the Board, the Director, staff and the communities we serve. • Able to constructively challenge, within a collaborative environment. • Financial analysis acumen. 	
Knowledge	<p>Experience and expertise or sound knowledge of:</p> <ul style="list-style-type: none"> • Financial management and reporting. • Legal and governance responsibilities of a charity. <p>and one or more of:</p> <ul style="list-style-type: none"> • Fundraising, including capital investment. • Policy development and implementation. 	<ul style="list-style-type: none"> • Able to demonstrate an understanding and interest in the arts sector locally, nationally, internationally.
Experience	<ul style="list-style-type: none"> • Previous experience on a Board of Trustees in the not-for-profit sector. • Leadership and management experience in a culturally aware organisation. 	<ul style="list-style-type: none"> • Experience as a Company Director. • Demonstrable experience in risk management. • Understanding of Arts Council England funding.
Personal aptitudes/ characteristics	<ul style="list-style-type: none"> • Inspirational, supportive, good listener. • A skilled communicator who can lead, support and guide consensually. • Passionate about arts and public access to arts, culture and education. • Committed to Equity, Equality, Diversity and Inclusion. • A willingness to dedicate the time needed for the role. • Ability to partner strategic thinking with creativity to help us reimagine our future and better serve our communities and partners. 	<ul style="list-style-type: none"> • Good understanding of the Nottingham municipality, community stakeholders and regional issues. • Coach, mentor and critical friend to individuals, teams and the whole organisation. • Able to encourage contribution and develop all Board members.

Nottingham Contemporary

	<ul style="list-style-type: none">• A strong commitment to Nottingham Contemporary, its ethos and values.	
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