

# Trustees Needed



Registered Charity No:1152664

Children & Young People  
Digital & IT  
Finance  
Human Resources  
Legal & Compliance

*Join us on our  
exciting mission  
to transform  
lives!*



# The Opportunity



## Trustees

DanceSyndrome is expanding our Board of Trustees. We are looking for passionate individuals with a variety of skills and expertise. Currently, we are specifically looking for Trustees who can support the following areas:

- Children & Young People
- Digital & IT
- Finance
- Human Resources
- Legal & Compliance

However, we will welcome applications from anyone who is keen to transform lives and join us on this exciting journey with us. You don't need prior experience of sitting on a Board, a dance background or specific qualifications to become a Trustee. What matters most is your passion for supporting people with learning disabilities, your commitment to building a more equitable society and your willingness to contribute to our work, our vision and our future success.

Trustees play a crucial role in shaping what we do, helping us stay clear on our purpose and offering ideas that guide our organisation as we grow. We're looking for Trustees who can bring fresh perspectives and valuable insights from their lived and professional experiences. We want our Board to reflect the diversity of our work, our participants, and our supporters.

## About the role

DanceSyndrome has an exciting and unique opportunity for Trustees to join our close-knit team. We are based in Lancashire, with national and international reach, and we welcome applications for remote Trustees. We currently have Trustees based in Portugal and the Netherlands.

The role of Trustee is a volunteer role and is not accompanied by any financial remuneration, although reasonable expenses for travel may be claimed.

The role requires attendance & contribution at the Annual General Meeting (AGM) and four Board meetings per year (plus any required preparation and pre-reading). Quarterly Board Meetings take place mostly online and periodically in person at a North West location.

There will also be potential additional engagement in strategy work and sub working groups throughout the year and occasional representation of the charity at various events with key stakeholders.

# The Organisation

## About DanceSyndrome

DanceSyndrome is an inclusive and multi-award winning charity creating change for people with learning disabilities and transforming lives through dance in a unique, groundbreaking way which doesn't exist anywhere else.

Using our unique co-production methodology, we offer a broad programme of innovative dance, leadership, inclusion workshops and training for people with learning disabilities, whilst addressing health inequalities, social inclusion, prevention and transformation.

Over the last three years, the charity has experienced an exponential increase in demand, both regionally and nationally, so we are looking for new Trustees to compliment the skills of our existing team.

## The Future For DanceSyndrome

This is a really exciting time for our charity with an ambitious Managing Director who who has led the organisation since 2021 and a pioneering Artistic Director who together make up the senior management team.

We are currently executing our bold strategy Vision 2030, with three key strands:

### DanceSyndrome Vision 2030



**To deliver an outstanding, collaborative, and high-quality programme of co-produced and co-delivered inclusive dance across the North-West.**

- We will work with people with learning disabilities & professional dance artists side by side.
- We will work across our communities & online in collaboration with partners.
- We will work to the highest standards of inclusion, quality & artistic excellence.

**To create a pathway of opportunities from early years to adulthood.**

- We will focus on creating progression pathways, better life chances, health & well-being, fulfilling lives & employment for people with learning disabilities.
- We will provide consistent teaching practices through different age groups & different stages of dance progression.
- We will introduce Masterclasses, achievement goals & life skills development through to accredited leadership qualifications.
- We will provide performance opportunities for our Dance Collectives (Adult & Youth).

**To develop a best practice model that others can replicate across the UK which embeds our values, maintains our quality & delivers on our mission to empower people with learning disabilities.**

- We will develop a DanceSyndrome quality standard tool kit.
- We will identify & support like-minded organisations to adopt the DanceSyndrome model.
- We will work with these organisations to achieve the DanceSyndrome 'Approved Provider' quality standard kitemark.

Partnerships

Collaboration

Inclusion

Influencing

Sustainability





# The Strategy

As part of the Vision 2030 strategy, we deliver our work in three different delivery strands:



## Community Dance

- Weekly 'Everybody Dance' Classes (In person & on Zoom)
- Weekly 'Technique' Classes (In person & on Zoom)
- Commissioned Classes & Workshops
- Outreach & Leadership in Action Events
- "Dance by Example" Leadership Training
- 'Everybody Dance' Social Replication Model/DanceSyndrome Kitemark (In Development)



## Artistic Development

- Dance Leader Professional Development Programme (Progression Pathways, Tailored Dance Development, Masterclasses & Life Skills)
- DS Collective Performance Company
- DS Youth Collective (Company of Youth Dancers)
- Dance Sector Partnerships (In Development)
- Dance Accreditations (In Development)



## Training & Consultancy

- "Breaking Down Barriers" Workshop (for dancers in training/education, community dance artists, dance teachers in traditional dance settings)
- "Inclusion in Action" Workshop (for Businesses, Universities, Colleges & Schools)
- DanceSyndrome Consultancy (In Development)

In 2025 we will embark on our Children & Young People strategy:

## Children & Young People's Strategy 2030

By 2030, we will have an inclusive dance provision offer for all ages from age 4+ and run a 'test' project for early years 0-4

- We will primarily support children & young people with learning disabilities that otherwise may struggle to access dance in traditional settings.
- We will provide consistent teaching practices through different age groups & different stages of dance progression.
- We will create progression pathways, support health & well-being & enable learning & skills development.



- By 2028, we will have CYP provision in Preston, Chorley & Blackpool for age 7+, and 2 x Youth Performance Companies age 14+



- We will focus on individual progression pathways & provide key opportunities such as Role Models & Peer Mentoring support; Introduction to Leadership Skills Awards & Youth Steering Group Membership.



- Our organisational values will thread throughout everything we do: Inclusion & Equality, Collaboration & Artistic Excellence.

We will Play

We will have Fun

We will Include

We will Learn

We will be Brilliant



The formal Role Description follows with the application process on the final page.

DanceSyndrome is grateful to be supported by the following funders:



Supported using public funding by  
**ARTS COUNCIL ENGLAND**



## Job Description

**Position Title: Trustee**

**Location:** Quarterly Board Meetings take place online or in person at a North-West location

**Status:** Attendance & contribution at four Board meetings per year and any required prep work, and the Annual General Meeting (AGM); potential additional engagement in strategy work and sub working groups throughout the year and occasional representation of the charity at various events with key stakeholders.

**Remuneration:** The role of Trustee is a volunteer role and is not accompanied by any financial remuneration, although reasonable expenses for travel may be claimed.

### Part 1: ROLE PROFILE

**MAIN PURPOSE OF ROLE:**

Trustees have overall control of a charity and are responsible for making sure it's doing what it was set up to do and is fully legally compliant.

Trustees are the people who lead the charity and decide how it is run. Being a trustee means making decisions that will impact on people's lives.

Trustees use their skills and experience to support their charities, helping them achieve their aims.

**POSITION IN ORGANISATION:** On the board of Trustees

### Part 2: MAIN DUTIES & KEY RESPONSIBILITIES

Trustees make sure the charity is running well and is doing what it was set up to do. This includes ensuring the charity:

- has the money it needs
- spends its money sensibly, on the activities it was raised for
- follows the law, including preparing reports and accounts to send to the Charity Commission
- doesn't break the rules in its governing document (its constitution, trust deed or articles)

As a trustee, you will use your skills and experience to make sure the charity runs efficiently. But trustees are allowed to get advice from external sources like solicitors or other experts such as other directors who will support you.

As DanceSyndrome is a registered charity AND a Company Limited by Guarantee, this means trustees are only liable for £10 if the business had to close because we don't have funding to carry on.

**Making decisions**

Charity trustees make decisions about their charity together, working as a team.

It's extremely rare for trustees to become personally liable for the charity losing money. But this could happen if trustees, for example:

- behave irresponsibly or dishonestly, causing the charity to lose money
- don't take appropriate steps to manage serious risks, for example by following safety procedures

### **Legal responsibilities of trustees**

Trustees must:

- follow the law and the rules in the charity's governing document
- act responsibly and only in the interests of the charity
- follow the law and the rules in the charity's governing document
- Carry out its charity's purposes for public benefit
- Ensure that the charity complies with the Charity Commission and other regulatory requirements
- act responsibly and only in the interests of the charity
- use reasonable care and skill
- make well-informed decisions, taking advice when you need to

### **Policies and Procedures**

All trustees must familiarise themselves with DanceSyndrome's policies and procedures and ensure that these are followed.

Copies of all policies, including easy read versions can be found at <http://www.dancesyndrome.co.uk/policies>

## **Part 3: PERSON SPECIFICATION**

### **Essential**

- DBS check (we can support you with this if you don't already have one)
- Previous experience of providing strategic guidance to support the ongoing running of a similar organisation
- Experience of working in a charity, social enterprise or business environment, with transferrable skills that will be of benefit the charity
- Able to attend quarterly board meetings
- A flexible approach to working and experience of working positively in a diverse environment
- Excellent communication skills (both written and verbal)
- Critical thinking skills
- Good organisational skills
- Good sense of humour and strong team player

### **Desirable**

- Working with people with learning disabilities.
- An interest in dance

# How to Apply



## Equal Opportunities:

The DanceSyndrome family is filled with passionate and motivated people who are committed to creating a world where everyone can thrive and fulfil their potential.

Inclusion, diversity and equity are at the heart of our organisation. We are keen to hear from applicants of diverse cultures, perspectives and lived experiences. You do not need specific experience of working previously with people with learning disabilities, we are looking for people who believe in what we do and want to support DanceSyndrome to grow its impact and to help create a fairer, more inclusive and equitable society for everyone.

Please complete our anonymous Equal Opportunities Monitoring form when applying. This can be found at: <https://bit.ly/DSEqualOpps> or by scanning this QR:



## To Apply:

To apply for the role, please send a CV and covering letter to the Managing Director, Julie Nicholson on [julie@dancesyndrome.co.uk](mailto:julie@dancesyndrome.co.uk) with "Trustee Application" as the email subject.

If you would like an informal chat about the role, Julie can be contacted by phone on 07887 931510

There will be a two-stage formal application process.

We will be interviewing as and when suitable candidates apply, so please apply as soon as possible.



Registered Charity No:1152664

[info@dancesyndrome.co.uk](mailto:info@dancesyndrome.co.uk)

[www.dancesyndrome.co.uk](http://www.dancesyndrome.co.uk)

Main contact number: 07597 942494

