

Trustee Recruitment Pack 2023

ABOUT LIFT

Dedicated to daring and relevant culture, international perspectives and unforgettable experiences, LIFT (London International Festival of Theatre) celebrates the world in London and London in the world.

In over 40 years of theatre festivals connecting Londoners to exciting international artists, LIFT has built a reputation for bold and brave programming that puts us at the forefront of London's theatre scene. We are propelling LIFT into its next phase with urgency, joy and newfound resilience.

We stand for radical empowerment and inclusion; we strive to be a diverse and progressive organisation. We promote the power and urgency of international perspectives, understanding that difference makes us stronger. Every two years, we present a festival which connects London audiences with leading international artists, brave ideas and unforgettable cultural experiences. We bring audiences to the city's most iconic venues, landmarks and unusual corners, celebrating the character of London and gathering Londoners around incredible art. The theatre we present is compelling, meaningful, provocative, excellent, topical, singular; we advance contemporary thought, introduce new forms, ideas and ways of experiencing culture.

‘If you would like to play an active role in one of London’s most exciting theatrical organisations, then maybe being on the Board of LIFT is for you. LIFT represents the cutting edge of world theatre, and as a Board member you will be at the heart of what’s new and what’s the best at theatrical festivals across the world. You’ll also have an inside view of what’s going on in the UK art world and help make decisions about how to bring more people into it and make it more accessible and exciting.

The Board is very friendly and you will instantly be part of a community. Being a Board member is responsible but also fun.’

Rosie Millard OBE, Chair of the Board

‘LIFT is a festival for and of the city, dedicated to internationalism and unparalleled artistic events. LIFT’s creative audacity, its ethics and its commitment to international artists has made us deeply appreciated by audiences and has gathered a great team of staff and trustees to deliver its mission.

Great festivals are about civic engagement. We want to give Londoners theatre that provokes, challenges, delights and resonates with the city’s landscape and civic character. We offer people cultural experiences they can’t find anywhere else in the city’s arts calendar.

Now, as we navigate past and through the impact of the pandemic, austerity and our rapidly shifting globe, LIFT’s role is as a trailblazer, fortifying partner and friend. London needs LIFT more than ever: a festival celebrating internationalism and global perspectives as well as the strengths of this complex and imaginative city. Our trustees play a pivotal role supporting LIFT to bring vital, vibrant, daring and relevant international culture to our city.’

Kris Nelson, Artistic Director & CEO

STRUCTURE

LIFT is a registered charity and a company limited by guarantee.

LIFT's Trustees are considered the directors of LIFT by company law.

This means that there are legal and financial duties that they are expected to comply with, both under company law and charity law. Most of this work is delegated by the Board of Trustees (formally called the Board of Directors) to the leadership team, but the trustees determine how it is carried out and who by. Ultimately, the responsibility for the operation of LIFT lies collectively with the Board of Directors (trustees).

LIFT's Trustees are personally liable for a £1 contribution should the company become insolvent.

The board of trustees is led by a Chair. LIFT's current Chair is Rosie Millard OBE. A journalist and broadcaster, for four years she led Hull 2017 City of Culture as Board Chair. Under her leadership, the £35 million national event that is the City of Culture achieved unprecedented acclaim. Rosie is also Chair of BBC Children in Need, Firstsite Arts Centre and Deputy Chair of Opera North.

The 13 current Trustees of LIFT are listed on our website. You can find their profiles here: <https://www.liftfestival.com/about/team/>

The company leadership team is made up of:

Kris Nelson, Artistic Director & CEO

Stella Kanu, Executive Director

The board guides and shapes LIFT's mission in close collaboration with the leadership team.

THE ROLE OF A TRUSTEE

Trustees are a vital part of LIFT, supporting the organisation's leadership team and overseeing its strategic direction. Trustees share their knowledge, networks and perspective to make LIFT as dynamic, successful and vibrant as it can be.

The Board of trustees is jointly responsible for governance and overseeing the strategic and financial direction of the organisation. The board meets once every quarter to review and approve the decision making of the executive team. The Annual General Meeting (AGM), which takes place once a year, approves the annual trustee reports and accounts.

Trustees take collective responsibility for LIFT's legal and charitable responsibilities, including:

Ensuring the executive team performs effectively to realise LIFT's vision and fulfil its mission;

Maximising LIFT's resources and developing high level connections and relationships in the public, voluntary and private sectors;

Communicating LIFT's aims and objectives to key players and representing LIFT to external stakeholders, staff and other bodies.

LIFT is an Arts Council England National Portfolio Organisation. The Arts Council have set out their investment principles for 2020-2030 in a strategy called "Let's Create."

The **investment principles** are:

- Ambition & Quality
- Dynamism
- Environmental Responsibility
- Inclusivity & Relevance

LIFT makes regular reports on how we are working in line with these principles through our artistic programming and through our company governance.

Under this new strategy, trustees play an essential role in that process.

TIME COMMITMENT

The role of a Trustee is voluntary. Trustees spend an average of 10 hours each month working for LIFT, but this varies a little month to month. Meetings last between one and three hours and take place in the daytime or during the evenings. Attendance can be in person or online.

LIFT are committed to removing barriers to this role. We can offer expenses to cover childcare and travel, as well as any other expenses required to allow trustees to join meetings. Please contact our General Manager if you would like to discuss specific requirements: recruitment@liftfestival.com

The main activities a Trustee takes part in include:

- Attending board meetings, either in person in East or Central London, or virtually, and relevant subcommittees, such as finance or fundraising committees
- Attending LIFT performances and events

- Advocating for and representing LIFT with external supporters and agencies, such as donors, representatives of funding bodies, embassies or venues.
- Performing specialist tasks, according to their skills and experience, such as chairing meetings, organising subcommittees, or contributing to discussions from their own specialist expertise.

JOB SPECIFICATION

LIFT's trustees are passionate about the important role that culture plays in all our lives. They nurture and guide LIFT's mission, ethos, and values. They support the executive team to deliver powerful cultural events, including our biennial festival and our grassroots work with communities across London and elsewhere.

LIFT connects the world to London, and London to the world. Our work is both deeply local and deeply international. We are looking for Trustees who can offer different perspectives, who have diverse networks across London and/or internationally. LIFT has a national profile and impact, so we are also interested in hearing from applicants outside of London who can fuel our work. Trustees' main responsibilities are:

Stewardship

- To ensure the Board fulfils its responsibilities for LIFT, and works towards LIFT's vision and ethos
- To work with other Board members to develop LIFT's strategic plan and ensure its delivery
- To champion equality, diversity, and inclusion within the organisation

- To contribute to the development of policies and risk management to ensure the organisation maintains its organisational resilience

Fundraising

- To ensure LIFT is adequately funded, securing its financial stability
- To provide advice and leadership on planning, identifying and soliciting significant gifts, working with the development team and leadership team to make introductions to individuals, corporates and trusts who could become donors to LIFT

Accountability

- To ensure that LIFT complies with all legal and regulatory requirements, including regulation relating to employment, health and safety, data protection and safeguarding.

Advocacy

- To represent LIFT externally and to promote its interests in all appropriate arenas.
- To represent the company to external stakeholders.

PERSON SPECIFICATION

Trustees will be:

- A passionate and effective champion of LIFT and its work.
- A committed champion of LIFT's 'big picture' (its mission and vision) with the ability to think and act strategically, delegating day-to-day concerns to the executive team
- Effective in working in a voluntary, non-executive role
- A communicator of the highest level
- An active participant in diverse networks relevant to LIFT and the artists and communities we serve
- Passionate and knowledgeable about London and its internationalism

We are specifically looking for people who have experience or specialisms in one or more of the following criteria:

- Fundraising experience
- Networks that include potential arts patrons or relevant charitable trusts
- Financial experience including accountancy or business development – we would like one of the three new trustees to join our finance sub-committee
- Experience of HR management in the charity sector
- Expertise in charity law
- Individuals with experience of anti-discrimination work
- Individuals with experience of sustainability activism or sustainability work in the arts, charitable sector or related industries
- Lived experience of discrimination
- Individuals with experience of neurodiversity or disability

HOW TO APPLY

To apply, please submit your CV and a brief statement (maximum two A4 sides or a 2 minute video) and an Equal Opportunities form. In your brief statement, tell us about your experience, your interest in LIFT and what you want to offer us as a Trustee. Please send to recruitment@liftfestival.com

PLEASE SUBMIT YOUR APPLICATION BY: 26 February 2023

LIFT is committed to being a truly inclusive organisation – from our Trustees and team members to our audience and participants. We treat all role applications equally, regardless of age, disability, gender identity or gender expression, race, ethnicity, religion or belief, sex, sexual orientation or any other equality characteristic.

We particularly encourage applications from groups who are underrepresented in the cultural sector including disabled people and people from Black, Asian and minority ethnic backgrounds.

LIFT is based at Toynbee Studios in East London. The building and office are fully accessible to wheelchair users.

Your application will be read by our Chair and members of our nominations committee. They are:

Rosie Millard OBE (chair)

Enni-Kukka Tuomala

Simon London

Malakaï Sargeant

Hannah Azieb Pool

They may get in touch with you for an interview or conversation. Everyone who applies to be a LIFT trustee will receive a response. If you're invited for an in-person interview or conversation, travel expenses will be paid.

ABOUT YOUR DATA

As part of the application process, LIFT will acquire personal data via both your application and your Equal Opportunities form. LIFT uses this information to process your application and review compliance with its policies on equal opportunities. We will use this data to inform our statistics on representation. We will treat all personal information in line with current data protection legislation and our data protection policy. For more information on how we use the information you have provided, please see our [Privacy Policy online](#).

In order for us to process this information and to comply with data protection legislation, we require your consent. You are not required to give your consent; you acknowledge that any consent given is freely given. Your application for this role is not dependent on your giving consent to our processing of this data. Submitting the completed equal opportunities form with your application will signify your consent to our processing of this information. Once you have given consent, you may withdraw it at any time by contacting recruitment@liftfestival.com.