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WYSING ARTS CENTRE
CHAIR OF TRUSTEES
INFORMATION PACK

Wysing Arts Centre is a progressive arts organisation that develops new ways to support artists and enable art and ideas to reach a wide range of people in unexpected ways. Through its innovative work, Wysing influences the development of the visual arts sector in the UK, Europe and, increasingly, the wider world.

Wysing has enjoyed a period of sustained growth over the past ten years: delivering capital and infrastructure improvements; securing inclusion into Arts Council England's National Portfolio; and establishing strong partnerships including with the Plus Tate network. With an experienced staff team in place and a strong board behind it, the organisation is seeking to appoint a new Chair of Trustees to move the organisation into its next phase.

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THE ROLE

TITLE: CHAIR OF TRUSTEES

RENUMERATION: The role of Chair is not accompanied by any financial remuneration, although expenses for travel may be claimed

BACKGROUND: We are seeking an individual who, though not necessarily a visual arts specialist, is passionate about art and culture and who will work to ensure that Wysing's visibility as a unique site of art production and experimentation is understood and appreciated nationally and internationally. Previous experience as a Chair or trustees would be welcomed alongside a general background in strategy, governance, finance, HR or fundraising.

SUMMARY

- Provide leadership and direction to the board of Trustees and enable the Board to fulfil their responsibilities for the overall governance and strategic direction of the organisation.
- Ensure that the organisation pursues its objectives as defined in its Business Plan.
- Work in partnership with the Director and senior staff team and support all employees in achieving the aims of the organisation; and to optimise the relationship between the board of Trustees and the staff.
- Facilitate the board of trustees in stimulating excellent, well-rounded and carefully considered strategic decision-making.

RESPONSIBILITIES

In relation to Wysing's Board

- Oversee the formulation of strategic plans and regular review of long-term strategic aims of the organisation.
- Oversee the development of organisational policies, define goals, targets and evaluate performance against agreed targets.
- Approve the annual cycle of the board meetings, meeting agendas, chair and facilitate meetings, monitor decisions taken at meetings and ensure they are implemented.
- Liaise regularly with the Treasurer to maintain a clear grasp of the organisation's financial position and to ensure full and timely financial transparency and information disclosure to the Board.
- Lead and mentor other Board members to fulfil their responsibilities and enable access to training/coaching/information to enhance the overall contribution of the board. Annually review the Board structure, role, staff relationships and ensure implementation of agreed changes/developments are carried out.
- Encourage team working among Board members and encourage them to identify and recruit new trustees as required.
- Create a strong, profitable and fulfilling working relationship with trustees and the Director through review and self-reflective evaluation of contributions and effectiveness of the board.

In relation to Wysing's Director

- In participation with the board, lead the process of appraising and constructively guiding the performance of the Director.
- Assume guardianship of the legal and financial integrity of the organisation.
- Consult with Director on matters of strategy, governance, finance and HR.
- Oversee the Director's activities in the context of the implementation of Board's strategy and policies.

- Maintain careful oversight of any risk to reputation and/or financial standing of the organisation.
- Receive regular informal progress reports of the organisation's work and financial performance through the Director.

In relation to the arts community

- Lead the Board in fostering relations with potential funders and donors.
- Represent the organisation as a spokesperson at appropriate events, meetings or functions.

In relation to the organisation

- Protect and manage the property of the organisation.
- Act as final stage adjudicator for disciplinary and grievance procedures if required.
- Facilitate change and address potential conflict within the Board of Trustees, within the organisation and liaise with the Director to achieve this.
- Undertake review of external complaints as defined by the organisation's complaints procedure.
- Ensuring adherence and compliance around key policies to e.g. Equality of Opportunity, Health & Safety and in all decisions and discussions of the Board and its sub-committees.
- Attend and be a member of other committees or working groups when appropriate in role as Chair.
- In order to perform the above role, the Chair should have reasonable access to all staff and information, in line with the board's fiduciary duties.

PERSON SPECIFICATION

Essential

- An appreciation of Wysing's role within the visual arts sector.
- Understanding and acceptance of the legal duties, responsibilities and liabilities of Trusteeship and adhering to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.
- Commitment to Wysing's objectives, aims and values and willingness to devote time to carry out responsibilities.
- Strategic and forward looking vision in relation to Wysing's objectives and aims.
- Good, independent judgement, political impartiality and the ability to think creatively in the context of the organisation and external environment.
- Good communication and interpersonal skills and the ability to respect the confidences of colleagues.
- Balancing tact and diplomacy with willingness to challenge and constructively criticise.

Desirable

- Prior experience of committee/trustee work.
- Knowledge of the type of work undertaken by the organisation.
- A wider involvement with the visual arts sector.
- Experience of chairing meetings, committee work, some experience of charity finance, charity fundraising.
- Leadership skills.

Time Commitment

- The Board meets at Wysing four times a year.

- It is important that the Chair is able to visit the organisations office(s) and be available to the Director and senior paid staff members on a regular basis.
- In addition to Board Meetings, other contact – usually electronic or by telephone – will be necessary.

As as an organisation that is seeking to support artists and staff from all backgrounds we would welcome applications from all sections of the community.

EXCLUSIONS FROM HOLDING TRUSTEE POSITIONS

Sections 178 and 180 of the Charities Act 2011 disqualifies anyone who:

- Has been convicted of an offence involving deception or dishonesty, unless the conviction is spent.
- Has an undischarged bankruptcy.
- Has previously been removed from Trusteeship of a charity by the court or the Charity Commissioners.
- Is under a disqualification order under the Company Directors Disqualification Act 1986.
- Anyone who has entered into a composition or arrangement with their creditors which includes an individual voluntary arrangement (IVA), and is currently on the Insolvency Service Register.

USEFUL LINKS FOR PROSPECTIVE TRUSTEES

The Essential Trustee: What you Need to Know. The Charity Commission

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/570398/CC3.

The Hallmarks of an Effective Charity. The Charity Commission

<https://www.gov.uk/government/publications/the-hallmarks-of-an-effective-charity-cc10>

Conflicts of Interest: A Guide for Trustees

<https://www.gov.uk/government/publications/conflicts-of-interest-a-guide-for-charity-trustees-cc29>

WYSING'S VISION

A progressive arts organisation that develops new ways to support artists and enables art and ideas to reach a wide range of people in unexpected ways.

WYSING'S VALUES

Wysing believes that art and artists have a vital role to play in society. Working closely with artists from a range of backgrounds and at different points in their careers, we develop programmes that offer time and space for personal development and artistic experimentation and enquiry. We are committed to establishing partnerships and collaborations that support innovative art to be created and experienced by new audiences.

WYSING'S MISSION

Enabling artists to have influence in the world by providing a discursive environment in which they can experiment, make new work, develop new networks and collaborators and reach new audiences.

WYSING'S ORGANISATIONAL OBJECTIVES 2016-2018

1. Respond to the needs of artists through a range of programmes in order to support individuals at every stage in their lives and careers.
2. Build new audiences for art by seeking out new opportunities and partnerships to extend the reach and influence of art and artists.
3. Develop our resources and assets to enable us to secure new funding and sustain our business model.
4. Strengthen and diversify our governance, staffing and programmes to encompass a diversity of voices and viewpoints and which reflect the diversity of our users and audiences.

OVERVIEW

Wysing Arts Centre is a progressive arts organisation that develops new ways to support artists and enable art and ideas to reach a wide range of people in unexpected ways. Through its innovative work, Wysing influences the development of the visual arts sector in the UK, Europe and, increasingly, the wider world.

Wysing empowers artists to have influence in the world by providing an environment within which they can experiment, develop new networks and collaborators, reach new audiences, and make new work. Integral to the organisation's ethos is the provision of space, support and finance to enable artists to progress their ideas. Artists at all stages in their lives are able to participate in a range of programmes that are developed in response to their needs. Artists often speak of Wysing as a defining moment in the development of their practices.

Wysing delivers a range of public programmes that provide different entry points for a wide range of interests and abilities to access contemporary art. Public programmes reflect the complexities of contemporary life and have included explorations in ecological and societal issues, and alternative educational and learning structures. To develop programme content Wysing draws on the resources of neighboring Cambridge University as well as its significant artist alumni which includes Turner Prize winners and artists who have been awarded the prestigious Paul Hamlyn Award.

Wysing ensures that the innovative work developed by artists participating in its programmes reaches a wide range of audiences through digital and online initiatives, and through a range of partnerships that enable it to reach audiences regionally, nationally and internationally.

Established in 1989, Wysing's large site in rural Cambridgeshire has been significantly developed and encompasses artist studios, educational and project spaces, ceramics facilities, a large gallery, onsite accommodation, outdoor space with sculptures, a café and in 2017 we will add a recording studio to our facilities.

WYSING POLYPHONIC 2017

During 2017 Wysing we be exploring 'many voices' across all our programmes under the over-arching title Wysing Polyphonic. Through residencies, exhibitions, events, study weeks and study days, we will work with a range of artists to explore a diversity of contexts and positions to help better understand the role of art, artists, and arts organisations such as Wysing, at this moment of global political change.

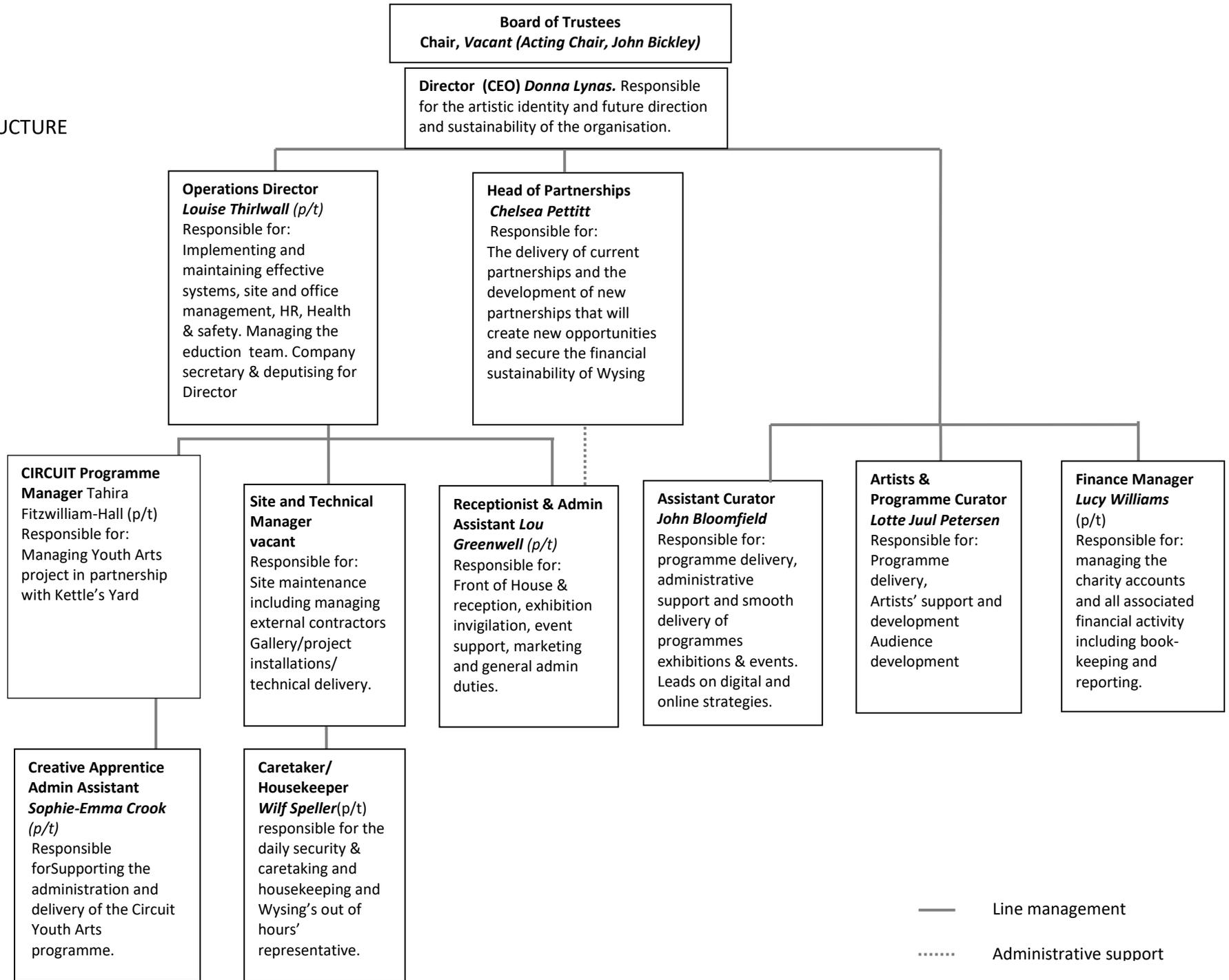
Throughout 2017 we will provide both a platform for many voices, in particular those that have the potential to be over-looked in the current political rhetoric, alongside a range of ways that those voices can be heard. Building on a number of events during 2016 that explored alternative sites for community and activism, we will be seeking to work with artists whose work, or whose networks, empower and support diverse communities of interest. We will also be further exploring the role of radio, broadcasting, sound and listening.

To set the context, we have invited three artists to be in-residence: US based Iranian artist and writer Maryam Monalisa Gharavi; Mumbai based artist Pallavi Paul; and London based artist Tai Shani. A further six artists will be invited to be in-residence through an open call for applications.

An exhibition in February 2017 will launch the Wysing Polyphonic programme and will bring together artists who were in-residence during 2016 through a synchronised arrangement of projectors, monitors, objects and surround sound in Wysing's gallery.

In early 2017 we be will launching our first vinyl record on our new label, also entitled Wysing Polyphonic, by the band Ectopia who are artists Jack Brennan, Adam Christensen and Vicki Stieri. And we are excited to have been awarded funding by the Foyle Foundation to build a recording studio at Wysing in the summer of 2017. The studio will allow us to commission new works for recording and broadcasting as well as being a resource for artists and musicians.

STAFF STRUCTURE



BOARD OF TRUSTEES

John Bickley, Acting Chair - John is a freelance arts consultant and was previously Managing Director of the international choir The Sixteen. Prior to this he was Development Director at Britten Symphonia, and for twenty-five years an Artists' Manager. He joined the Board in 2009

Jenny Brooks - Jenny was one of four founding directors of Wysing in 1989, and then became a member of the Board when the organisation became a charity in 1994.

Terry Brooks - Terry was one of four founding directors of Wysing in 1989. He served as its chair until June 2002.

Michaela Crimmin - Michaela is a co-director of Culture+Conflict. She is also an independent curator and writer and is on the academic staff of the Royal College of Art where she teaches in the School of Humanities. She joined the board in 2013.

Jessica Lack - Jessica is writer and arts journalist writing regularly for the Guardian and other national broadsheets. She was the previews arts editor of The Guide for ten years and now contributes to G2 and the arts and culture section online. She joined the board in 2012.

Roger Malbert - Roger is Head of Hayward Touring at the Hayward Gallery, Southbank Centre, London where, amongst other things, he has developed a highly acclaimed series of artist-curated exhibitions alongside the five-yearly exhibition The British Art Show. He joined the board in 2011.

Jo Marsh - Jo is a Director at Jane Wentworth Associates, where she develops brand strategies for organisations in the cultural sector. She is also responsible for generating the company's new business and extensive network of international Associates. She joined the board in 2015.

Mark Aerial Waller - Mark is an artist working in video, sculpture and event based practices. His video works are distributed by LUX and is represented by Rodeo gallery. He joined the board in 2011.

Sarah Wells - Sarah is an experienced Finance Director and was previously Finance Manager at Wysing before moving onto the board. She has a wealth of financial experience including as CEO of The Arches, Glasgow. She joined the board in 2016.

Soheila Sohkanvari - Soheila is an Observer to the Board, representing Wysing's studio artists. Soheila is a multi-media artist whose work is rooted in her Iranian heritage. She joined Wysing as a studio artist in 2013.

STAFF

Donna Lynas, Director

Donna Lynas has been Director of Wysing Arts Centre since 2005 and has developed Wysing's identity as a research centre for the visual arts; introducing experimental artists' residencies and retreats and commissioning and curating ambitious projects including the annual festival of art and music. Donna is Chair of the Contemporary Visual Arts Network in the East and part of the Plus Tate network of Directors. Previously, Donna was Curator at South London Gallery (1999-2005) where she established the gallery's influential performance and off-site programmes and

worked with artists including Christian Boltanski, On Kawara, Joelle Tuerlinckx and Keith Tyson on their solo exhibitions, alongside curating a number of group exhibitions. Prior to that, Donna was Curator (1997-99) and Touring Exhibitions Organiser (1995-1997) at Modern Art Oxford.

Louise Thirlwall, Operations Director

Louise joined Wysing in April 2009. She is responsible for managing Wysing's site, HR, Health and Safety and education programme including the Circuit, Youth Arts Programme, and supporting the planning and delivery of all of Wysing's programmes. Louise previously worked at London Print Studio as Operations Manager, where following a Lottery Funded Capital Development project she was part of the team that developed the studio into a thriving artists' resource. Louise previously worked as Office Manager at Flowers East Gallery, London. She studied Fine Art Printmaking at University of Sunderland and has completed courses in Gallery Education and Arts Management.

Chelsea Pettitt, Head of Partnerships

Chelsea Pettitt joined Wysing in 2015 having previously worked at Southbank Centre, initially as Exhibitions Assistant for Hayward Gallery where she worked on a number of exhibitions including *The New Décor* (2010) and *Move: Choreographing You* (2010-11) which toured to Germany and Korea. She joined the Hayward Touring team as Assistant Curator in 2011, organising tours of exhibitions across the UK. She led on major collaborative projects for Hayward Touring including exhibitions *The Universal Addressability of Dumb Things* (2013) curated by Mark Leckey and *Art from Elsewhere* (2014-15). Born in California, and after a short period living in Beijing in 2006, Chelsea came to the UK to study Visual Anthropology at Goldsmiths College, London.

Lotte Juul Petersen, Artists and Programmes Curator

Lotte has been a Curator at Wysing since 2008. She has a MA in art history and cultural studies from University of Copenhagen and University of Leeds. Before joining Wysing Lotte developed the residency and artistic program at the Factory of Art and Design, Copenhagen, during which time she was also employed as curator at the Fynen Art Academy. Prior to this she was part of the curatorial team at CPH Kunsthall, directed by Jacob Fabricius, and at Malmö Konsthall, Sweden. Lotte recently co-edited an anthology on curating with Sanne Kofod Olsen, Malene Vest Hansen and Malene Ratcliffe, published by the Museum of Contemporary Art, Roskilde.

John Bloomfield, Assistant Curator

John was until recently an editor at Black Dog Publishing alongside which he worked as a freelance curator, developing exhibitions and projects for Arcadia Missa, Flat Time House, MOT International and Tate. John has held positions at the British Film Institute and Rich Mix, London and has also worked as researcher and talks and screenings manager for the artist Isaac Julien. John has an MA in Film Studies from UCL, London and takes a leading role in developing new online and digital curatorial platforms and content for Wysing.

Tahira Fitzwilliam-Hall, Circuit Programme Manager

Tahira Fitzwilliam-Hall joined Wysing in June 2013 as Circuit Youth Arts Programme Manager. Prior to this Tahira worked for The Crossway Foundation and Edge of Arabia in London for five years. Tahira has extensive experience of leading on Edge of Arabia exhibition outreach programmes which have included Saudi Arabia's first contemporary arts seminar and workshops with local artists and schools in London and Jeddah; managing youth arts projects including Adobe Youth Voices and leading Offscreen Expeditions both in the UK and Saudi Arabia, taking young artists aged 16-24 on creative journeys around these countries. Tahira's work has had a particular focus on engaging young people with least access to the arts.

William Clifford, Site and Technical Manager

Start date March 2017.

Lou Greenwell, Receptionist & Administration Assistant

Lou joined Wysing as Receptionist and Administrative Assistant in November 2014. Lou first worked with Wysing as a Wysing Young Artist in 2012. She then completed a Creative Apprenticeship at Wysing 2012–2013, as part of a shared role with the Fitzwilliam Museum, and gained an NVQ in Cultural Heritage. Since 2013 Lou has been part of Cambridge Junction's Event Team alongside assisting with several UCM projects and events. Lou continues to make her own work, as well as being an active member of the Wysing and Kettle's Yard Circuit group.

Lucy Williams, Finance Manager

Lucy has extensive experience of working in the not-for-profit arts sector. Lucy was Finance Manager for Theatre de Complicité from 2010 to 2015 and Head of Finance at Watford Palace Theatre 2004 to 2008, alongside other freelance positions. She has an AAT NVQ level 2 (book keeping) and a first-class degree in Theatre Studies and English.

RECRUITMENT PROCESS

We would like a new Chair to be in place during the summer of 2017 and would be happy to receive an expression of interest in the form of a CV and letter, maximum two pages long, outlining your interest in the role and how you meet the key criteria in the Person Specification.

If you would like to discuss the role with either Wysing's Director, Donna Lynas, or Acting Chair, John Bickley, then please call 01954 718881 or email donna.lynas@wysingartscentre.org.

Deadline for expressions of interest: 12 noon, Monday 8 May 2017
Expressions of interest should be emailed directly to Donna Lynas