



WINTER
2023/2024

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HARROGATE
THEATRE

Photo credit: Josh Hawkins

HARROGATE THEATRE

TRUSTEE RECRUITMENT PACK



Photo credit: Ed Waring

Contents

- P3** About Harrogate Theatre
- P5** About the Board
- P6** The Role: Governance and Structure
- P7** How Trustees make a difference to our work
- P8** Trustee: Person Specification
- P9** How to Apply

‘THIS THEATRE IS DOING MORE THAN PUNCHING ABOVE ITS WEIGHT, IT HAS ADOPTED A STRIKING NEW PROFILE.’
—THE STAGE



About Harrogate Theatre

Harrogate Theatre is a home for stories, music, dance and comedy, where everyone is invited. We present a broad programme of live performance to entertain and intrigue audiences; bringing people together to hear diverse stories and share memorable experiences.

At the heart of the organisation is a commitment to nurturing emerging and established talent. We support artist development, offer our resources to local community and amateur theatre groups, and deliver a thriving education and participation programme.



Photo credit: Karl Andre

2022/23 Achievements:

- **£4.2** million turnover
- **134,000+** tickets sold
- **70%** average audience capacity
- **14** artists/companies associated artists supported
- **244** youth theatre workshops delivered
- **10** performances took place in step-free venues to improve access
- **£20+** million economic impact to Harrogate district

For over a decade, Harrogate (White Rose) Theatre Trust has had programming responsibilities for the Harrogate Convention Centre and Royal Hall, alongside the Studio and Main Theatre in our Oxford Street building. The following four spaces are therefore referred to collectively as ‘Harrogate Theatres’:

- 500 seat Victorian Theatre (Oxford Street)
- 60 seat Studio (Oxford Street)
- 2,000 seat Harrogate Convention Centre
- 1,000 seat Royal Hall

The organisation has come out of the pandemic in the strongest financial position in its history and we are currently in the process of developing our business plan to reimagine the role we can play for artists, audiences and communities in the future. This is also a time of change for Harrogate Theatre, as April saw us exit the Arts Council England National Portfolio and our facilities are now brought under the management of the new North Yorkshire Council.

Our strategic priorities will focus on audience engagement, artistic excellence, and environmental and financial sustainability, underpinned by a robust business plan that will ensure our long-term success.

Harrogate Theatre is now looking for two new Trustees to join the Board and share their skills and experience to help us develop and build upon our achievements as an ambitious, valued and resilient cultural asset in the Harrogate district. You will be dynamic, resourceful and share our passion for presenting the best artistic work to audiences from across the district, as well as working with communities to make a meaningful and ongoing impact through culture.



Photo credit: Karl Andre

About the Board

The Board of Trustees oversees the company's strategy, finances, operations and governance, working with Chief Executive, David Bown, Director of Finance, Andrew Robinson and Director of Creative Engagement, Hannah Draper.

Trustees at Harrogate Theatre are responsible for the overall governance and strategic direction of the charity, its financial health, the probity of its activities and developing the organisation's aims, objectives and goals in accordance with the governing document, legal and regulatory guidelines. All Trustees should be aware of their individual and collective responsibilities and should not be overly reliant on one or more individual trustees in any particular aspect of the governance of the charity.

Board meetings are held on weekday evenings six times a year and diversity and accessibility are core to our work. In order to ensure this in every part of the organisation, we will work with new Trustees to meet any requirements that support access to meetings and other Board duties.



Photo credit: Meg Terzza

The Role: Governance and Structure

The Charity Commission identifies six essential duties of members of a Board of Trustees:

- 1. To ensure your charity is carrying out its purposes for the public benefit*
- 2. To comply with your charity's governing document and the law*
- 3. To act in your charity's best interests*
- 4. To manage your charity's resources responsibly*
- 5. To act with reasonable care and skill*
- 6. To ensure your charity is accountable*

The Board members of Harrogate Theatre fall into two categories: elected directors and nominated directors (representatives of the Theatre's funding bodies). Elected directors are by definition, charity Trustees, being the people responsible under the charity's governing document for controlling the management and administration of the charity (s.97.(1) Charity Act 1993).



Photo credit: Elvira Zaikova

How Trustees make a difference to our work

- Ensure that Harrogate Theatre has a clear vision, mission and strategic direction.
- Approve and monitor delivery of Business Plan, including overall objectives and budgets while delegating implementation to the staff, ensuring Harrogate Theatre's overall financial stability and sustainability.
- Oversee the delivery of Harrogate Theatre's funding requirements, in particular commitments to North Yorkshire Council, supporting strategic direction, agreeing appropriate targets and evaluating performance.
- Ensure that the charity's governance is of the highest possible standard in pursuit of its objectives. This includes compliance with its governing document, charity law, company law and any other relevant legislation or regulations.
- To protect and manage the property of the Theatre and to ensure the proper investment of the Theatre's funds.
- To appoint the Chief Executive, monitor performance and support their role.
- Safeguard the reputation and values of Harrogate Theatre.
- Champion equality and diversity and ensure Harrogate Theatre fosters a positive, inclusive culture.
- Have a willingness to contribute to the fundraising targets of Harrogate Theatre annually, which could include: attending fundraising events, introductions to potential individual or corporate supporters, or personal support through membership, donation etc.
- A willingness to use professional networks for the benefit of Harrogate Theatre.
- Periodically evaluate the board's effectiveness in consultation with Chair and Senior Management Team.

Trustee: Person Specification

Whilst we are keen to hear from applicants from a range of backgrounds and experiences, at this time we are particularly interested to hear from those with skills and expertise in:

- Access, Disability and Legislation
- Tourism and Destination Management
- Equity, Diversity and Inclusion
- Law
- Fundraising and Development

The attributes we're looking for include:

- An appreciation of theatre and live performance and a belief in the positive role culture can make in people's lives.
- Integrity, impartiality and the ability to think strategically.
- Good, independent judgement.
- An ability to collaborate and work as part of a team.
- Effective interpersonal skills.
- An active commitment to equity, diversity, and inclusion.
- An understanding and acceptance of a Trustee's legal duties and responsibilities.
- A willingness to devote the necessary time and effort required.
- Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

Trustees serve a term of three years from election at the Annual AGM in October, with re-election for a second term of three years.

What you can expect from us:

- The opportunity to help shape the future direction of a vibrant regional theatre committed to delivering a diverse cultural programme of activity, as part of an active, loyal, and engaged group of Trustees.
- Flexibility when it comes to attending meetings either in person or remotely via video call.
- A full Trustee induction with current Trustees and permanent staff.
- Training and professional development opportunities.
- An offer of an annual 1-2-1 with the Chair.



Photo credit: Ant Robling

How to apply

Application Deadline: Thursday 1st February 2024

Vacancies will generally close by the deadline, however, we reserve the right to close the vacancy early if we find the right candidate. We therefore advise candidates to submit their applications as soon as possible if they wish to be considered for the role. Any applications made after the deadline will not be considered.

Applications should be made by submitting a statement explaining why you are interested in joining the Board and how you feel your experience could contribute to Harrogate Theatre. In addition, please include:

- A CV
- A completed Equal Opportunities Form (this information will not be taken into consideration when assessing the potential candidates).

If we can support your application by offering an alternative format, please do let us know. Likewise, we want to ensure interviews are as accessible as possible, so please do let us know in your application if there is anything we can do to support this. Applications should be emailed in confidence to hannah.draper@harrogatetheatre.co.uk

Photo credit: Josh Tomalin



With Thanks:



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