



Anvil Arts Trustees

APPLICATION PROCESS

INTRODUCTION

Anvil Arts is proud to run Basingstoke's major cultural venues. The Anvil and The Haymarket offer a varied and high-quality programme of music, drama, dance and comedy to the communities of Basingstoke, Hampshire and the wider region. We play host to everything from a popular Christmas pantomime to top comedians and a wide range of live music. Our venues welcome children for their first experience of music and theatre and provide regular opportunities for amateur groups to stage performances. We work with youth orchestras, schools and community groups, and our Community Engagement programme brings the arts to those who might not otherwise be able to enjoy them.

The Anvil is renowned across the UK as one of the leading venues for the performance of orchestral, contemporary and culturally diverse music. We are proud to be associated with three of the UK's leading orchestras, the Philharmonia Orchestra, the Orchestra of the Age of Enlightenment and the Bournemouth Symphony Orchestra, and to be a member of the large-scale venue consortium Music Beyond Mainstream. The National Portfolio support we receive from Arts Council England, as the only music client in Hampshire, recognises our national leadership in music performance. What we do helps give Basingstoke a national reputation as a town with a strong cultural offer, more so than other towns of its size.

The Anvil and The Haymarket are an important part of Basingstoke's distinctive offer to its residents, businesses and visitors. Our programme helps put the town on the regional and national map as a place where you can enjoy the best of the performing arts. We want to play an active role in helping the Borough realise its ambition to improve the prosperity, health and wellbeing of all its citizens. In consultation with our stakeholders, Basingstoke and Deane Borough Council and Arts Council England, we have developed a new Strategic Plan for the period 2020-25 which sets out our vision for making culture an integral part of Basingstoke and Deane's identity and reputation and bringing the performing arts to our community.

We are planning for both venues to reopen in the spring of 2021 if permitted, but in the meantime we have prioritised our plans to take the performing arts out to



communities, and to engage and involve people with the excitement of live performance.

The Board of Anvil Arts is chaired by Andrew Finney and the Chief Executive is Matthew Cleaver. Anvil Arts is a registered charity and the Trust operates The Anvil and The Haymarket; the Borough Council owns both venues.

Anvil Arts currently receives financial support from Basingstoke and Deane Borough Council, Arts Council England and Hampshire County Council.

TIME COMMITMENT

Applicants should ensure that they have sufficient time to engage fully with the organisation. There are normally four Board meetings a year in January, April, July and October, and in addition, we are planning to arrange an all-day strategy meeting once a year.

The current structure of the Board also includes two standing committees, the Audit and Investment Committee and the Nominations Committee, and the Board is considering creating a number of Advisory Groups covering Development, Digital and Education. Anvil Arts also has two staff committees, the Equality and Diversity Group and the Climate Emergency Group, which include board representatives. Trustees are expected to serve on committees as required.

Trustees are encouraged to attend performances at The Anvil and The Haymarket, and to support community events where possible.

Trustees are appointed for a period of 3 years, following which they may be invited to stand for re-election for a second period of 3 years. The maximum term that may be served is therefore 6 years.

This is a voluntary and unremunerated position; however reasonable expenses incurred on business of Anvil Arts will be reimbursed.

JOB DESCRIPTION

Anvil Arts is seeking two experienced and committed individuals to join the Board to support the implementation of the organisation's ambitious new Strategic Plan and to make a major contribution to the future success of the company.



The Board is responsible for the overall stewardship of the charitable trust and for the overview of Anvil Arts' vision, development and performance, including:

- approving policy, strategy and plans.
- appointing and setting pay and conditions for the Chief Executive.
- challenging and supporting the Senior Executive Team.
- maximising incoming resources.
- approval of annual budgets.
- ensuring implementation of policies and the Strategic Plan 2020-25.
- ensuring Anvil Arts meets its legal, charitable and financial obligations.

Trustees are expected to:

- be committed members of the Anvil Arts' team, keeping up to date with its activities and plans.
- attend performances at both venues and events in the local community.
- be advocates for Anvil Arts in the local and regional community.
- help to attract resources to support Anvil Arts and its work, and support fundraising and other development initiatives.
- support the executive in specific areas as required.
- maintain confidentiality in relation to the Trust's work.
- participate in standing committees as required.

Anvil Arts is committed to increasing the diversity of its Board, staff and services as an essential aspect of its drive to continued success in the future.

PERSON SPECIFICATION

We are looking for two Trustees who can add very specific experience to the Board and who can bring at least one of the following skills to support Anvil Arts over the next six years:

- Fundraising
- Education
- Digital
- Environmental sustainability
- Programme development, with an emphasis on broadening and diversifying Anvil Arts' work
- Stakeholder and partnership development

In addition to the experience outlined above applicants to join the Board should be able to demonstrate:



- An understanding of the importance of equality and diversity in the workplace.
- An interest in music, theatre, entertainment and the performing arts.
- An understanding of charity governance and the responsibilities of the Board.
- An interest in the role of the arts in supporting education and community development.
- A track record of leadership and strategic thinking.

APPLICATION PROCESS

For an informal conversation about becoming a Trustee of Anvil Arts please contact the Chair of the Nominations Committee, Stephen Browning, on stephen@stephenbrowning.com.

Applicants should send a covering letter explaining, with reference to the person specification above and using examples from your experience, why you think you would be a suitable Trustee of Anvil Arts. Applicants should also send through a current CV.

TIMETABLE

Please email your covering letter and CV to Stephen Browning at stephen@stephenbrowning.com no later than 14 February 2021. Applicants will be informed if they have been shortlisted by 1 March 2021.

Interviews with members of the Nominations Committee: late March 2021. There will also be time for shortlisted applicants to meet with the Chief Executive and to see around the Anvil.

It is hoped that new Trustees will take up their position on the Board from April 2021.