Thank you for your interest in applying for the role of Trustee for Ballet Cymru.

**About Us**

**BALLET CYMRU** is an award-winning professional ballet company, producing original professional dance performances which tour nationally throughout Wales and the UK, with exciting plans to develop both UK and international touring activity over the next few years.

The Company is committed to inclusion and innovation in dance and classical ballet, seeking original and imaginative ways to engage with all ages and abilities both locally in its home town of Newport and nationwide.

Alongside its touring activity, Ballet Cymru offers a range of accessible outreach programmes for young people and diverse communities to engage in dance up to professional level. The organisation is also involved in ground-breaking work in inclusive practice.

Ballet Cymru is a registered charity under the name Gwent Ballet Theatre Ltd., and is revenue funded by the Arts Council of Wales.

**The Role of the Trustee**

Currently we have 7 Trustees on our Board, who ensure the charity operates in the best interests of the public and complies with and reports to regulatory bodies, including The Charity Commission. Each Trustee contributes his/her professional expertise and experience, and works with the Board and Management team in supporting the company’s commitment to achieve best practice throughout the organisation.

We are looking for someone with experience in 1 or more of the following priority areas:

• Disability arts

• Inclusive practice

• Welsh language communications

• Fundraising and business development

• Finance and accounting

• IT and digital media.

Experience in ballet and dance is not essential for this role; however we do expect applicants to have seen Ballet Cymru’s performances, or to attend our performances of [*‘A Child’s Christmas, poems and tiger eggs – Dylan Thomas’*](http://welshballet.co.uk/whats-on/) at **The Riverfront in Newport on 9th and 10th November**.

The role is voluntary, and previous board experience is not necessary. Trustees are expected to attend at least 4 board meetings each year as well as the Annual General Meeting. Meetings are usually held after office hours at the charity’s premises in Rogerstone, Newport.

Knowledge of the Welsh language is desirable, but not essential for this role.

**Benefits**

As Trustee you will benefit from the role by enhancing your skills in governance and leadership, whilst helping the charity to reach wider audiences and engage with more people in the art of ballet.

As Trustee you will also become an honorary member of our *Friends* scheme and receive members’ benefits.

**To apply**

Please complete the application form below and submit, along with your CV and also the Equality and Diversity Monitoring Form provided, to **jennyisaacs@welshballet.co.uk**

**DEADLINE: LATEST** **5PM TUESDAY 20TH NOVEMBER 2018**

Shortlisted applicants will be contacted shortly after the submission date to arrange an informal meeting with the Chair and CEO at Ballet Cymru’s premises in Newport. Regrettably we are not able to reply to everyone who applies for this role.

If you would like further details about the role or about the work we do, please visit our [web site](file:///C:\Users\Jenny\Documents\ADMIN%20PC%20DOCS%202016\RESOURCES\Recruitment\Research\Trustees\ww.welshballet.co.uk) or contact our Administrator Jenny Isaacs.

Please contact us if you have any special requirements or access needs.

**Equality and Diversity Monitoring Form**

**Ballet Cymru aims to challenge discrimination and promote equality and diversity, and welcome applications from all sections of the community. We encourage applicants to also complete and return the Equality and Diversity Monitoring Form along with your application. This form will not be used during the short listing process, but will be used solely for the purpose of recruitment monitoring and provision of statistical data to our funders.**

**All information supplied will be treated in the strictest confidence and in accordance with the Company’s Equality & Diversity Policy and Privacy and Data Protection Policy, and in line with GDPR.**



|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name |  | | | | | |
| Home Address |  | | | | Postcode | |
| Telephone | Home |  | | Mobile |  | |
|  | Work |  | |  | | |
| Email |  | | | | | |
| Occupation |  | | | | | |
| Qualifications |  | | | | | |
| Which of the following skills or experience could you bring to the Board? | Please indicate against each relevant area your skills and their levels, with 1 being the highest and 5 the lowest level; | | | | | |
| Equal Opportunities | |  | Education & Training | |  |
| Human Resources | |  | Business Management | |  |
| Financial / Accounting | |  | Marketing and Publicity. | |  |
| Fund Raising / Business Development | |  | Communications and PR | |  |
| Legal | |  | Creative (please state specific activities in the application) | |  |
| Welsh Language Proficiency | |  | Voluntary/Third Sector work | |  |
|  | Other (please state) | | | | |  |

**The Person Specification outlines some of the key skills we seek in a potential Trustee. Please indicate against each of the following how you think your own skills and experience would enable you to fulfill the role of a Trustee as described in the Role Description. You may also want to enclose a CV with this application.**

|  |  |
| --- | --- |
| **Key skills** | **Narrative** |
| 1. Commitment to Ballet Cymru’s aims and visions |  |
| 1. Interpersonal |  |
| 1. Teamwork |  |
| 1. Communication |  |
| 1. Drive and determination |  |
| 1. Strategic perspective |  |
| 1. Intellectual and technical ability |  |
| 1. Leadership |  |
| 1. Experience and understanding of the Welsh arts/ creative/dance sector |  |
| 1. Experience and understanding of accessibility and inclusive practice |  |
| 1. Current Circumstances |  |
| 1. Equal Opportunities & diversity |  |
| 1. Business management |  |

|  |
| --- |
| Why do you wish to become a trustee of Ballet Cymru? |
| Are you, or have you been on the Board of any other organisation? If so please give details; |

Please confirm if you, or if you have ever been in connection with any other business that has been:

1. Convicted of or charged (but not yet tried) with any criminal offence other than Motoring offences or spent convictions under the Rehabilitation of Offenders Act 1974 – YES/NO
2. declared bankrupt or insolvent YES/NO
3. A trustee or director or partner of a charity or company that went into liquidation or receivership -YES/NO
4. The subject of a recovery action by Customs and Excise or the Inland Revenue - YES/NO
5. The subject of a County Court Judgement - YES/NO

|  |
| --- |
| Please provide a brief explanation if you have answered yes to any of the above. |

Please give details of two people who would be willing to provide a reference

|  |  |
| --- | --- |
| Name | Name |
| Address  Postcode | Address    Postcode |
| Tel. | Tel. |

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name (please print)

**Please email the completed application, along with a copy of your CV and the EQUALITY AND DIVERSITY MONITORING FORM to:**

**Jenny Isaacs, Administrator at Ballet Cymru**

[**jennyisaacs@welshballet.co.uk**](mailto:dariusjames@welshballet.co.uk)

**How did you hear about this opportunity?**

Website  Please specify …………………………………………………….

Newspaper  Please specify …………………………………………………….

Word of mouth

Other  Please specify …………………………………………………….



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

Rhif Elusen / Charity No. 1000855

Cofrestredig yn Lloegr ac yng Nghymru Gwent Ballet Theatre Cyf.

Registered in England and Wales as Gwent Ballet Theatre Ltd.

Rhif./No. 0253516

Manylion Cysylltu / Contact Details

**Syflaenydd / Founder**

Yvonne Greenleaf

**Noddwyr / Patrons**

Richard Glasstone MBE, Cerys Matthews MBE, John Travis,

Gwyn Vaughan Jones, Catrin Finch

**Cyfarwyddwyr / Directors**

Cadeirydd/Chair: Ruth Till MBE

Is-gaderiydd/Vice Chair: Fiona Creedon

Rosemary Butler, Hugh Moelwyn Hughes,

Sarah Cash, Susanne Bradley, Gareth Rees

**Cyfarwyddwr Artistig / Artistic Director**

Darius James [dariusjames@welshballet.co.uk](mailto:dariusjames@welshballet.co.uk)

**Cyfarwyddwr Artistig Cynorthwyol / Assistant Artistic Director**

Amy Doughty [amydoughty@welshballet.co.uk](mailto:amydoughty@welshballet.co.uk)

**Gweinyddwr / Administrator**

Jenny Isaacs [jennyisaacs@welshballet.co.uk](mailto:jennyisaacs@welshballet.co.uk)

**Swyddog Swyddog Cyfathrebu / Communications Officer**

Patricia Vallis [patriciavallis@welshballet.co.uk](mailto:patriciavallis@welshballet.co.uk)

**Swyddog Mynediad ac Allgymorth / Access and Outreach Officer**

Louise Lloyd louiselloyd@welshballet.co.uk

**www.welshballet.co.uk**

Tel / Ffôn: (+44) 01633 892927

|  |  |
| --- | --- |
| Ballet Cymru, Uned 1 Stad Fasnachu'r Wern, Trefgwilym, Casnewydd NP10 9FQ Cymru UK | Ballet Cymru, Unit 1 Wern Trading Estate, Rogerstone, Newport NP10 9FQ Wales UK |
| Elusen rhif 1000855 | Charity No. 1000855 |
| Cofrestredig yn Lloegr ac yng Nghymru fel  Gwent Ballet Theatre Cyf. 02535169 | Registered in England and Wales as  Gwent Ballet Theatre Ltd. 02535169 |

**Mae Ballet Cymru yn aelod o / Ballet Cymru is a member of**

One Dance UK, People Dancing, Arts & Business Cymru, Sustainable Development Charter

Mae Ballet Cymru yn cydnabod cefnogaeth gan /Ballet Cymru acknowledges support from:

