

# TRUSTEE RECRUITMENT PACK



Pyramid of Arts





- Are you passionate about the inclusion of people with a learning disability?
- Do you have the skills to be a member of our Board of Trustees?

We are looking for new people to join our Board of Trustees.

Could this be *you*?

Pyramid of Arts runs arts groups for people with and without learning disabilities throughout Leeds.

Our groups come together to make large-scale sculptures, paintings and installations with professional artists.

They also make music together and explore movement, dance and drama.

Most of all, they allow people with and without disabilities to share their interest in the arts, make friends and have fun.

Some of our members are pursuing individual development as artists too.

Trustees do not have to be arty – our members have this covered!



We are looking for people who know about some of these things:

- Arts management and marketing
- Support and services for people with a learning disability
- Involving people with a learning disability in meetings and governance
- Finances and accounting
- HR and staff support
- Governance and legal



The most important thing is a belief in the value and power of inclusion.

## Meet the Board

Trustees come from all sorts of different backgrounds. It is good to have a mix of trustees with different knowledge and skills. Everybody brings something different.

If you would like to meet the board then get in touch - you can come to a meeting to see what it's all about.

These are the current members of the board



Thomas Chalk

Thomas works for the NHS. A lot of the work he does is about giving people with a learning disability more say in how the NHS is run.

As well as being a trustee, Thomas is a volunteer with the Pyramid YoYos group.



Andrew Marshall

Andrew works as a lawyer in Leeds.

He carries out a number of voluntary roles, including museum work and programmes to bring business skills into schools.



Claire Enston

Clare works for the NHS, encouraging patients to give feedback about their care.

Clare loved the Pyramid Singing Group's **Must Be Santa** video and the HomeSpace exhibition.



Ros Lehany

Ros is a dyslexia specialist. She has a business assessing and supporting adults with dyslexia, dyspraxia and ADHD.

Ros and her family have had close associations with Pyramid since it first started.



Alison Andrews

Alison is a lecturer at Leeds University and creates theatre performances all over Leeds.

Alison has worked with Pyramid of Arts as a Lead Artist since 2013.



Liam Hirst

Liam has been a member of Pyramid of Arts since 2007.

He works in the office one day a week, helping with business development and fundraising.

The Trustees are the people who are legally responsible for leading Pyramid of Arts. They make sure it is well run and works to meet our charitable objectives:

- To promote any charitable purpose for the benefit of people with learning disabilities or which promotes the integration of people with learning disabilities into society as a whole and, in particular, to encourage the integration of people with and without learning disabilities through the medium of creative arts;
- to create communities of artistic interest which include people with learning disabilities and to educate people with and without learning disabilities in communication and group working skills and about the creative arts.

## What do trustees do?

### **The Board meets every three months. Trustees' main responsibilities are:**

Making sure Pyramid of Arts keeps within the law

Making sure Pyramid of Arts follows its constitution (the constitution is the rules which say how Pyramid of Arts should be run)

Making sure Pyramid of Arts' money and staff are used well to help creative people with a learning disability.

Some of the Trustees have responsibility for:

- Appointing the Director
- Line-managing the Director
- Health and Safety
- Financial monitoring
- Writing the Trustee Report (which goes with our financial accounts) each year
- Occasionally attending sub-group or staff meetings

## What skills do trustees need?

Trustees need to be able to deal with many different and complicated matters.

The skills they might need include:

- Legal skills
- Financial skills
- Experience of working with different groups of people
- Decision making
- Knowing a lot about something that Pyramid of Arts is particularly interested in, e.g. the arts, learning disability, health matters, and being able to share what they know with other people.

It is important that the trustees

- Can work well with the other trustees, and the staff
- Can keep things private and confidential
- Can help to make decisions. This means going to meetings, understanding information, asking questions and taking part in discussions.
- Can handle pressure and difficult situations if they arise.

## Who can be an elected trustee?

Anyone who is a legal member of Pyramid of Arts and:

- Has been nominated to stand in the trustee elections by any other legal members of Pyramid of Arts (usually the other trustees make these nominations)
- Is over 18 years old

## Who cannot be a trustee?

- Pyramid of Arts' staff
- Anyone who the law says is disqualified. You can be disqualified for things like being convicted of a crime involving dishonesty or deception; having been declared bankrupt; having been removed from being a trustee of another charity

## What training and support do trustees get?

- All trustees complete the Pyramid Foundation Training course and an Introduction to Safeguarding.

Trustees are invited to complete further Pyramid training, and other external courses to help them in their duties. We will talk to new trustees to find out what training and support they will need.

## How long is a trustee term of office?

Trustees are normally elected at the Annual General Meeting to serve a 4-year term of office. They can stand down before the four years is up if they wish. They may stand for a second term.

How do I apply?

Contact us to arrange an informal chat with our Director, James, or to attend a Board meeting.



## CONTACT US



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