

Cement Fields

New Art North Kent

Chair and Trustees

Recruitment Pack - Large Print

Deadline for expressions of interest: 9am Monday 19 June 2023

Introduction

Cement Fields is looking to recruit a new Chair and Trustees to lead the organisation, initially for a term of three years.

This is an exciting time for Cement Fields as we undertake a period of transition with the departure of Sue Jones and the appointment of Jon Davis as our new Director. We are thrilled to have been awarded funding as part of the Arts Council England 2023-26 Investment Programme, extended our core curatorial team and be in the process of moving our home to North Kent.

We are seeking new Trustees to work with our existing board and staff to support us to deliver our transformative artistic programme along the Thames Estuary.

About Cement Fields

Cement Fields is a visual art organisation working collaboratively with artists and communities to create ambitious new art along the Thames Estuary, from Dartford to Whitstable.

We invite people to collaborate with artists to encounter, research, make, and exchange views on contemporary art, and broaden access to art by creating learning opportunities for young people to develop imagination, skills and find meaningful pathways into creative careers.

Cement Fields has grown out of Whitstable Biennale, a visual art festival founded in 2002 with an international reputation for developing experimental new work, often giving artists their first commission, and attracting over 70,000 visitors to each edition.

Last year's Whitstable Biennale was the final edition, but as Cement Fields continues to grow, we are carrying forward its legacy in our work across North Kent, collaborating with artists, young people, and local communities to create ambitious new art, including plans for future festivals.

Our organisation values are:

- Generosity - providing a warm welcome to all, all aspects of our work are inclusive and accessible
- Experimentation - committed to supporting the creation of experimental, ambitious work; encouraging artists, participants and audiences to explore new ideas and take risks
- Complexity - embracing challenge and difference; committed to conveying the complexity of artworks and ideas in accessible ways without losing nuance

- Resourceful - valuing agile and independent thinking; finding creative solutions
- Exchange - encouraging and enabling collaboration between colleagues, artists, communities and partners; valuing and respecting expertise, welcoming different points of view

Company turnover is around £500k per year, and modest reserves are in place. We have a strong track record with funders, the company is resilient and sustainable, fleet of foot, and able to scale operations up and down to meet activity levels.

Our Team

Details about our Trustees and staff can be found [here](#) on our website.

Becoming a Trustee

The role of our Trustees is to provide governance to the organisation, ensuring that we achieve our ambitions and vision, and undertake best practice in all areas of our business activities.

We are currently looking for a Chair of our Board and new Trustees.

Chair's Duties

The Chair provides strategic leadership to Cement Fields' Trustees, ensuring that it governs the charity effectively, and delivers our identified vision and mission. Our Director reports

directly to the Chair and they oversee the governance and financial management of the company, ensuring good practice in fulfilling its charitable aims and financial sustainability.

The role includes:

- Leading the board in ensuring that it fulfils its responsibilities for the governance of the organisation.
- Planning and chairing board meetings and Away Days.
- Ensuring that all members of the board are actively involved in decision making, optimise the relationship between the board, staff, and other stakeholders.
- Acting as a spokesperson and figurehead for Cement Fields, when necessary.
- Supporting Cement Fields in its relationships with key funders, in particular Arts Council England.
- Maintaining an awareness of Arts Council's expectations of National Portfolio Organisations in relation to good governance. Actively engaging with and understand the Investment Principles and Outcomes, setting targets and monitoring with Cement Fields' Director and Deputy Director.
- Where suitable and necessary providing leadership and pastoral support to Cement Fields staff.

What we're looking for:

- Experience of being a trustee (you don't need to have been a Chair before).
- A strong understanding of Cement Fields artistic practice and our strategic purpose.
- Knowledge of, and networks within, North Kent.

- An inclusive leadership style: able to inspire and support everyone to participate on an equal footing.
- Ability to listen and engage effectively, comfortable with challenge and debate, able to encourage that in others whilst fostering a collaborative board environment.
- An appetite for change and for shaping the organisation through a period of transition.
- The ability to champion Cement Fields work in person, through personal networks, both locally and nationally.
- A strong personal commitment to equality, diversity, inclusion, and belonging.
- Ability to be responsive when advice, support or authorisation are needed.
- Ability to understand and contribute to financial reporting.

Our current Chair is looking to stand down this summer so we are hoping to appoint as soon as possible in order to facilitate an appropriate handover.

Trustee Duties

We are also looking for new Trustees to work with fellow board members to:

- Champion Cement Fields vision, mission, values and activities.
- Approve, monitor, implement, and evaluate operational strategies and policies.
- Ensure good governance and management in sustaining the company's financial stability and statutory compliance.
- Ensure the organisation complies with all relevant governance legislation, including charity and company law and associated financial regulations.

- Develop strategic plans and policies.
- Meet our obligations as an ACE National Portfolio Organisation (NPO).
- Maintain an awareness of Arts Council's expectations of National Portfolio Organisations in relation to good governance. Actively engage with and understand the Investment Principles and Outcomes, set targets and monitor with Cement Fields' Director and Deputy Director.
- Support the Company's fundraising campaigns as appropriate.
- Provide unique skills, knowledge and expertise to contribute to discussions and decision-making on relevant issues.
- Act as an ambassador and advocate for Cement Fields in personal and professional networks, enhancing our profile by communicating key messages to wider communities.

Skills and qualities of all Trustees:

- A strong understanding of Cement Fields artistic practice and our strategic purpose.
- Knowledge of the types of diverse communities we are engaging with in North Kent.
- Willingness and ability to understand and accept their responsibilities and liabilities as Trustees and to act in the best interests of the organisation.
- Ability to think creatively and strategically, exercise good, independent judgement and work effectively as a board member.
- A strong personal commitment to equity, diversity and inclusion.

Certain members of the board have taken on additional responsibilities - these include Treasurer, Diversity Champion, Environmental Lead.

The board meets at least four times a year, usually in the afternoon on weekdays. Primarily board meetings are conducted online via video conference call however one board meeting a year will be in person, held alongside a Team Away Day.

As a Board Member you agree to the following:

- Attend meetings, in person or on Zoom.
- Be fully up to date with the business of the company.
- Be well prepared for each Board meeting.
- Offer timely feedback and responses when requested.
- Attend Cement Fields public programme, where possible.
- Advocate for the organisation where and when appropriate.
- Undertake a term of office for an initial period of three years.

Remunerations and Rewards

By becoming a Cement Fields Trustee you are supporting our small team to create ambitious new art along the Thames Estuary, enabling lasting impact for North Kent. The role is intellectually stimulating, and professional and personally rewarding.

Our Trustees contribute their time as volunteers and therefore do not receive a fee. We can however provide reasonable expenses to cover in person board meetings or Away Days.

If there are other barriers to you becoming a Trustee, please let us know.

Next Steps

If you are interested in becoming a trustee, please email our Deputy Director, John Hartley (johnh@cementfields.org). John is on hand to answer any questions you may have.

Please provide a CV and an expression of interest (up to two sides of A4) telling us what you can contribute to the board and how your skills and experience equip you for the role, why you'd like to join, and what you'd like to get out of the opportunity.

You can also apply using a video or audio file. If there are any other adjustments we can make to facilitate your expression of interest, please get in touch with John.

Closing date for expressions of interest is 9am Monday 19 June 2023.

Interviews will be held with shortlisted candidates on Thursday 29 June 2023.

Successful candidates will be informed by Friday 7 July 2023.

Cement Fields

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cementfields.org

Cement Fields is a registered charity.

Charity Number: 1122498

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Cement Fields
New Art North Kent



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