

VICE CHAIR RECRUITMENT PACK

MARCH 2022



An Improbable Musical



northampton
filmhouse

ROYAL
DERNGATE &
NORTHAMPTON

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AN INTRODUCTION

Royal & Derngate (Northampton Theatres Trust) is seeking a Vice Chair for our Board of Trustees.

With proven strategic knowledge of the arts and charity sector and a conviction that the arts are vital for the pride and wellbeing of a thriving town and county, you will join the theatres at an important time. You will join a dynamic board, including our newly appointed Chair, Simon Antrobus.

As you'll read in our biography and in our update of the last 2 years in this short pack, we are looking towards an exciting future. While we continue to weather the obvious challenges of this Covid era, we do not underestimate the important role we will play as the country continues to emerge from the pandemic.

Before we were forced to close our doors in March 2020 due to Covid-19, Royal & Derngate was enjoying record audiences and attendance. With an annual local economic impact of over £28m, we were proud of our broad portfolio of producing, presenting, community engagement, work with children and young people, and sector/local leadership. More than 337,000 had been through our doors in Northampton to our programme of presented and produced shows, films or community activity that previous year and a further 265,586 seen our work across the country on one of our tours or West End transfers.

The largest Arts Council National Portfolio Organisation in Northamptonshire, we are often looked to by funders and other stakeholders to provide a lead for the local cultural sector. We are currently collaborating with partners

to create a Cultural Compact, a new ten-year cultural strategy for Northampton and are represented on the Board of Northampton Forward, a new strategic driver for wider economic and town centre regeneration.

A number of strategic initiatives locally have created a 'perfect storm' of positive change in Northampton over the last 2 years. As well as a recent move to a combined local authority, the University of Northampton has moved to a new £330m town-centre campus, an expanded museum offer has opened following a £7m redevelopment, and the £14m Vulcan Works CCI hub opposite Royal & Derngate has started to welcome artists and businesses. NN Contemporary are relocating to a former council building on Guildhall Road.

We reflect a little on the impact of the pandemic on page 6 of this document. We are also looking closely at how we will need to change and evolve in the coming months and years to ensure we continue to play a vital part in the lives of all our communities, and continue our important national and industry-wide role as an award-winning producing theatre. Our new Vice Chair will be integral to all of these exciting developments.

We are an inclusive organisation, committed to fair recruitment, induction, training, succession planning and equality of opportunity.



ABOUT THE ORGANISATION

Royal & Derngate comprises a 1,200-seat multi-purpose auditorium and 450-seat Victorian playhouse that present a mixed programme of high-profile touring shows and artists all year round and host our award-winning *Made In Northampton* series of in-house produced theatre productions. A 100-capacity studio doubles as both a workshop space for children and young people, and an ad hoc small scale performance space (Underground Studio). In June 2013 we opened an 88-seat independent cinema, operating full time adjacent to Derngate, the Northampton Filmhouse. Such was its success, that we opened a second screen in 2017.

Royal & Derngate Northampton is the main venue for arts and entertainment in Northamptonshire and one of the major regional producing theatres in the country, with its acclaimed *Made in Northampton* work touring nationally and internationally.

Eight of its productions transferred to London and the West End in 2019/20, with *The Worst Witch* winning the 2020 Olivier Award for Best Family Show and *Our Lady of Kibeho* being nominated for the 2020 Olivier Award for Outstanding Achievement in an Affiliate Theatre and named by The Guardian as one of the 20 Best Shows of the 21st Century. Meanwhile, recently artists have won The Stage Ensemble Award, The Stage Debut Award

and the Ian Charleson Award for their work on *Made in Northampton* productions and the adapted screenplay from Royal & Derngate's original play commission of *The Pope* was nominated for Best Adapted Screenplay at the Academy Awards as Netflix's *The Two Popes*.

In addition to *Blue/Orange*, the 2021 *Made in Northampton* season included Ralph Fiennes' *Four Quartets* which transferred to the West End at the end of the year, touring co-productions of *Animal Farm* and *Othello* with the National Youth Theatre, digital musical *On Hostile Ground* and a brand new musical *Gin Craze!* by April de Angelis and Lucy Rivers.



**Nominated 2016 & 2022
& Winner 2010
The Stage Awards Regional
Theatre of the Year**

**Winner 2020
Olivier Award for Best
Family Show
(*The Worst Witch*)**

**Nominated 2020
Olivier Award for
Outstanding Achievement
(*Our Lady of Kibeho*)**

ABOUT THE ORGANISATION

We present a diverse range of visiting productions on both the Derngate and Royal stages, featuring West End musicals and dance, plus comedy and music from some of the biggest artists around. We also feature a regular programme from the Royal Philharmonic Orchestra.

We provide hiring opportunities for the local music service and amateur theatre companies across all our stages. Last year we hosted the UK Musical Theatre Conference, Devoted & Disgruntled 14, BEAM 2020 and the International Teach First conference.

Our award-winning, nationally recognised *Get Involved* programme engages with over 18,576 participants each

year, including schools, families and communities in Northamptonshire and beyond, and our two-screen cinema welcomed over 76,000 audience members to the best in world, independent, British and mainstream film. Meanwhile, the *Generate* artistic development programme supports hundreds of local artists each year.

We also continue to work in partnership to manage The Core at Corby Cube which has recently celebrated its tenth birthday. A number of the Trust's employees support the work of this sister organisation under the umbrella of Northamptonshire Arts Management Trust.



"I CAN THINK OF FEW ARTS COMPLEXES THAT INDUCE SUCH A RUSH OF EXCITEMENT ON ARRIVAL"

Daily Telegraph

"ROYAL & DERNGATE HAS A REPUTATION FOR ADVENTUROUS COMMISSIONING WHICH FEW BRITISH THEATRES CAN MATCH"

BBC News

"IT TRULY IS A STUNNING GEM IN THE HEART OF NORTHAMPTON"

The Guardian on Northampton Filmhouse

EMERGING FROM THE PANDEMIC

Alongside many of our peers across the sector, the financial impact of the pandemic was devastating, with 90% of our income usually drawn from ticket and bar sales. Having closed our doors on Wednesday 18 March 2020, we embarked upon our *Bring Us Back Together* fundraising campaign. The response from our audiences, local partners and stakeholders was extraordinary. The team then achieved funding from both Arts Council England's Emergency Response Fund and from the Culture Recovery Fund, with additional support from Northampton Borough Council securing the future of the theatres. This enabled us to continuously deliver an extensive "At Home" digital programme of activities to our local communities, launch a drive-in cinema experience, champion hundreds of local artists through our Generate programme and offer employment opportunities to hundreds of freelance theatre-makers.

We then reopened our venues in May 2021 and have been proud to host a visiting programme of shows in our Derngate auditorium including smash hit musicals, orchestral visits, a Christmas pantomime and one night music and comedy events. We've also seen a rich array of screenings in Northampton Filmhouse, and also been able to bring our own produced work back to Northampton audiences. Our seasons have included Ralph Fiennes' *Four Quartets*, brand new productions by National Youth Theatre (NYT) of *Animal Farm* and *Othello*, and our five-star new musical *Gin Craze!*. We have also welcomed hundreds of young people through the building with the first NYT Summer School. More recent months has seen the world premier production of *An Improbable Musical, Blue/Orange* and a brand new poignant drama, *The WellSpring*.

Key moments during covid closure included:

- Creating a sold-out drive-in cinema experience at Delapre Abbey welcoming 5,500 audience members over 23 screenings and launching a "Northampton Filmhouse at Home" streaming platform for new cinema releases.
- Launching a new 3-year partnership with the National Youth Theatre to provide outstanding training opportunities for up to 800 young people in 2021.
- Streaming *Made in Northampton* shows including #ZoologicalSociety and *Every Last Trick* to over 140,000 people online.
- Employing 150 freelance artists to develop new musical theatre during lockdown, which will culminate in four fully staged original musicals in 2021.
- Supporting over 200 practitioners by hosting the online BEAM Festival of new musical theatre with MMD and MTN.
- Hosting *GenFest* online festival supporting 1,700 artists.
- Launching the Northamptonshire Cultural Education Partnership consortium supporting 20,000 young people attending East Midlands schools through digital resources, challenge packs and career insights.
- Hosting the largest live-streamed online *NT Connections* festival in the UK.
- Handing out 480 free food parcels to children going hungry during the October half-term and manufacturing scrubs for front-line workers.
- Directly lobbying MPs, Government Ministers and stakeholders to support the wider sector, raising awareness in national newspapers and on TV, radio and social media. Leading the largest #LightItInRed campaign outside London in partnership with Robe UK.



VISION AND VALUES

VISION

To ensure that Royal & Derngate is at the heart of a thriving county where everyone enjoys regular access to exceptional and relevant arts and culture.

MISSION

Royal & Derngate is the region's home for the creation of world-class theatre and a sector lead for transformative creative learning. We find, make and share unforgettable cultural experiences and opportunities for and with the people of Northamptonshire and beyond - in our theatres, cinemas, rehearsal rooms, public spaces and workshops. We inspire and entertain audiences and build communities through the stories we tell, the theatre we make, the skills and talents we share, and the quality live entertainment and films we present.

VALUES

To **NURTURE**: our audiences, our teams and our buildings

To **TEST**: our ideas, our boundaries, and our shared ability to make and resource groundbreaking live theatre

To **BUILD**: our financial resilience, our partnerships, our creative pathways, and a positive sense of community and belonging

To **AMPLIFY**: our artists, our impact, our diversity and our accessibility



THE ROLE

We are looking to recruit a Vice Chair to support the Chair of The Board. You will join them in providing guidance and support to the leadership team.

We would hope that you would display many of the attributes and commitments listed on the next page, and supplement the skills and experiences of our Chair and Board of Trustees.

The Board of Trustees is the governing body of Northampton Theatres Trust (encompassing Royal & Derngate and Northampton Filmhouse). A charitable company, the Trustees have duties under charity law and company law. While operational responsibility is delegated to the theatre Executive, Trustees are responsible for the governance and the strategic direction of NTT in delivering its charitable objects.

Board Meetings are normally held six times a year as well as an annual Away Day which all Trustees are expected to attend. Meetings primarily take place in Northampton though attendance via Zoom on occasion is likely to be acceptable. In addition, there are a number of sub-committees, and The Vice Chair will be encouraged to support the Chair on having oversight of those committees. Trustees are all expected to take on additional roles as appropriate. Trustees are also encouraged to support theatre performances, fundraising events and community projects and have informal meetings with relevant members of the Executive team. All Trustees are elected for an initial term of 3 years



THE VICE CHAIR

THE CHAIR - ROLE SUMMARY

- Support the Chair and the Board in the achievement of the Trusts mission and strategic vision
 - In partnership with the Chair ensure the governance and management of the Trust is in accordance with its governance documents and the law.
 - Constructively support the CEO and the Senior Management Team in implementing Board decisions.
 - Uphold the values of the Northampton Theatres Trust and embed the principles of diversity, equality and inclusion through all its activities.
-

ROLE DESCRIPTION

LEADERSHIP

TO SUPPORT THE CHAIR

- In working with the Board and the Executive in the development and review of the mission and vision, strategic and operational plans, key performance indicators, budgets and financial statements.
- In working with the Executive to monitor performance against key objectives and ensure financial sustainability
- In approving and monitoring policies, procedures, systems of control and accountability, financial and operational controls, audit systems and risk assessment.
- In ensuring that the principles of diversity equality and inclusion are embedded and upheld in the operation of the Board and in all its activities.
- To safeguard the reputation of the Trust.
- To develop and maintain positive relationships with key stakeholders.

GOVERNANCE AND MANAGEMENT

- To support the Chair in ensuring the Board is fulfilling its responsibilities in relation to the trust's governing document and the law.
- As Vice Chair to chair general and extraordinary Board meetings, away days and workshops in the absence of the Chair.
- To contribute to those sub committees where particular expertise is relevant and to share with the Chair attendance at them.
- To represent the Board of NTT on the Boards of NTEL and DEL.

BOARD DEVELOPMENT

TO SUPPORT THE CHAIR IN THE DEVELOPMENT OF THE BOARD THROUGH

- establishing an appropriately skilled and diverse group of trustees and senior management team through the recruitment of excellent individuals
- ensuring that trustees and senior management team are supported in their development within their role

ADDITIONAL RESPONSIBILITIES

- Act as an Ambassador for Northampton Theatres Trust, promoting and championing the organisation to external contacts and bodies whenever possible.
- Seek out and support fundraising opportunities
- Attend company productions and events where possible and introduce others to the company through these activities.

PERSON SPECIFICATION

OUR NEW VICE CHAIR:

- Loves theatre and believes that the arts have the power to transform lives;
- Shows a strong commitment to equality, diversity and inclusion and supports our strategic ambition as an arts organisation to create opportunities and reduce barriers for everyone, and particularly underrepresented groups;
- Is committed to giving the time to prepare for and lead board and attend sub-committee meetings;
- Is good at listening and sensitive to conflicts of interest;
- Has a working knowledge of governance and management;
- Preferably has experience as a Board member of a charity or similar organisation.

THEY WILL BE EXCITED TO:

- Support theatre performances and events so that they can fully understand the breadth and impact of our work;
- Champion the work of the Trust, helping to raise our profile at all levels;
- Act in the best interests of the Trust at all times;
- Actively support the team in fundraising efforts, proudly searching and advocating for philanthropic and commercial support of NTT to existing and prospective funders;
- Build and maintain relationships with key partners.



HOW TO APPLY

We particularly welcome applications from those whose backgrounds are currently under-represented on both our Board and in the Arts more widely. We want to encourage socio-economic diversity on the Board, as well as representation from Black, Asian, or other Minority Ethnic groups and/or people who identify as D/deaf and disabled.

HOW TO APPLY

To apply, please submit an up-to-date CV and a two-page letter, addressing your interest and suitability with reference to the person specification and areas of expertise outlined on pages 8 & 9. Please be sure to have read the full role description included in the Appendix.

Alternatively, those interested in applying can submit a short (maximum three minutes) video or audio statement.

Those interested in applying can arrange a pre-application conversation with either the Chief Executive, Chair of the Nominations Committee or Chair. Please contact Alexandra Robinson on **01604 655712** or email alexandra.robinson@namtrust.co.uk to arrange. Please also use this email address to submit your application before the closing date. Please accompany your application with a completed Equal Opportunities Monitoring Form which can be downloaded from the website where you found this pack.

Candidates needing any assistance to complete their application should also contact Alexandra Robinson. If there is anything about this recruitment process or the

way we have promoted this opportunity that has created any barriers to you applying, please let us know.

CLOSING DATE

Please note that the closing date for applications is Tuesday 12 April.

INTERVIEWS

Interviews will take place shortly after and candidates will be invited by email. We will cover expenses incurred linked to interview. We hope to conduct these in person in Northampton, though if restrictions demand, part of the process might take place via Zoom.

REMUNERATION

This is a voluntary position, though reasonable travel and subsistence expenses will be reimbursed.

PRIVACY NOTICE

NTT will collect and maintain some personal information about you throughout the recruitment and selection process. The organisation is committed to being transparent about how it collects and uses that data and to meeting its data protection obligations. The full applicant privacy policy is on our website alongside the application pack.



Box Office **01604 624811** www.royalandderngate.co.uk

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**West
Northamptonshire
Council**

