

## Recruitment to the Leicester Print Workshop Board of Trustees

### **Leicester Print Workshop**

Leicester Print Workshop is the Midlands centre for fine art printmaking. We are home to a large open access studio in central Leicester that houses equipment for silkscreen, stone and plate lithography, etching, engraving, relief and letterpress. We offer pay-as-you-go independent access or fully assisted support to artists wanting to make original prints. We work with schools, community groups and arts partners to teach printmaking skills and we run evening and weekend courses for adult learners. Our exhibition space has a regularly changing programme of print related exhibitions which are free to view, we have a developing shop space, and we often host events and activities including artist talks, demonstrations and free or low cost drop in sessions. We are open 5 days a week, Tuesday to Saturday and are based in Leicester's Cultural Quarter, close to the Curve and Phoenix Square.

Leicester Print Workshop was first established in 1986 and became a registered charity (1025337) in 1993. 2016 was our 30th birthday year. We are an Arts Council National Portfolio Organisation (NPO) and we host the Contemporary Visual Arts Network for the East Midlands (CVAN,EM).

### **LPW Board**

The LPW Board is a productive, dynamic and committed voluntary leadership team that supports the continuing development and implementation of the strategic plan and staff at the workshop. Over recent years the Board has developed significantly and is now considered a centre of good practice for arts governance in the region.

With tenure of 3 years (can be repeated once) LPW has a healthy turnover of trustees and is looking for one or two new members to join the board during 2017. We are specifically looking for trustees who bring key skills: finance, marketing, legal or HR would all be useful, as would retail, however anyone with a good range of skills and experience and the time and availability to serve on the board would be very welcome to apply. We are looking to recruit a new Treasurer as one of our new Trustees and would therefore expect those interested in this specific role to have specialist financial knowledge and skills. LPW embraces equal opportunities and welcomes applications from all sectors of our community including people with disabilities, people from BAME communities and retired people.

We are looking for highly motivated and active candidates who can join us at an exciting time in our 30 year history. Our passion for printmaking is thriving and we are well respected and supported by the Arts Council and major charitable funders. We moved to RIBA award winning new premises in late 2015, and we are currently finalising our plans for 2018 – 2022.

### **Application**

The application process takes the form of a CV and written statement and an informal conversation with the LPW Director. This will be followed by a meeting with the Chair and other trustees. Potential Trustees will be asked to observe two meetings prior to being voted onto the board formally.

Candidates should contact Lucy Phillips, LPW's Director, via email in the first instance at [lucy@leicesterprintworkshop.com](mailto:lucy@leicesterprintworkshop.com) with a CV and statement between January and March 2017 and times for informal conversations will be agreed to suit.

### Role Description

The role of the LPW Trustee is to support, advise and guide the organisation in its strategic planning and development. All Trustees are expected to work to the organisation's values of *teamwork, friendliness, collaboration, empowerment, equality, generosity and optimism*. As with all Charity Boards this is an unpaid role. Trustees elect to delegate day to day running of LPW to the Chief Executive Officer – the LPW Director.

The board meets four times a year and members are expected to attend an annual away day. In addition, members are encouraged to attend LPW events and participate in sub groups where possible.

### General Criteria

There is the broad range of knowledge and experience sought generally from candidates. It is not expected that all candidates will demonstrate a developed aspect of everything noted, but rather a range of appropriate knowledge and experiences.

#### Knowledge and experience:

##### Essential:

- Interest or experience in the arts and culture and support for its role in society
- General understanding of the role/responsibilities of governing boards and a willingness to accept these
- An ability to collaborate and a keenness to share workload and responsibilities and devote time and energy to executing specific tasks
- Evidence of professional experience in a specialised field relative to the needs of the company
- A sound ability to communicate and to articulate a considered and objective viewpoint

##### Desirable:

- Understanding of the structure/operation/dynamics of organisations
- A sympathy/experience/comprehension of the role/nature of 'not for profit' companies/charities and modestly sized companies

### Specific Criteria

The following represent the specific knowledge and skills required for the role for all Board members.

Knowledge:	Skills:
<p><b>Essential:</b></p> <ul style="list-style-type: none"> <li>• Understand the role and purpose of LPW</li> </ul> <p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>• Broad knowledge of arts funding structure</li> <li>• Role of fine art printmaking</li> <li>• Broad knowledge of Charitable law</li> <li>• Governance and legal responsibilities carried by Trustees</li> </ul>	<p><b>Essential:</b></p> <ul style="list-style-type: none"> <li>• Contributing effectively to meetings</li> <li>• An ability to absorb/understand facts and to make sensible/fair judgements</li> <li>• Seeing the big picture and how it influences current priorities</li> <li>• Offering objective, rational and appropriate guidance</li> <li>• Strategic thinking and planning</li> <li>• Act as an advocate &amp; ambassador for LPW</li> </ul>