

Spike Island

Chair of the Board
Recruitment Pack



Spike Island is looking for a new Chair of the Board.

Spike Island is a dynamic arts centre that supports, produces and presents contemporary art and culture. We engage audiences in our work through a diverse programme of exhibitions and events; and we directly support artists and artist-led organisations through new commissions, subsidised studio provision and critically-engaged artist development opportunities that widen access to our programme and facilities.

Chair of the Board

Spike Island is looking for an exceptional individual to lead the organisation as Chair of the Board. The ideal candidate will already have charity experience as a Trustee/Company Director, a full understanding of the requirements required for good governance, financial acumen, excellent relationship building skills and a passion for the arts. As Chair, you will work closely with the Executive Team and fellow Trustees to develop the business plan to ensure that Spike Island continues to thrive and that its reputation as a centre of artistic excellence receives regional, national and international recognition.

As the organisation's most senior non-executive, you will join a committed staff team and dedicated Board of Trustees and will relish the challenge of contributing to this highly successful organisation.

We need our Board of Trustees – and our entire organisation – to be representative of our city, the artists we work with, and the audiences we seek to engage. We strongly encourage applications from people of all backgrounds and especially those who identify as Black, Asian or minority ethnic, young, disabled, LGBTQI+, working class, or living or working in areas of socio-economic deprivation.

OUR CURRENT TRUSTEES

ANDY BRAITHWAITE

Commercial and intellectual property lawyer

LINDA BROTHWELL

Artist and studio holder. Associate Lecturer at Royal College of Art, London

ANDREW COOPER, CHAIR

Commercial property lawyer

LOUISE O'DONNELL

Chief Executive, John James Bristol Foundation

CATHERINE FRANKPITT

Founder and Director, Strike Communications

TESSA JACKSON OBE

Independent curator, writer and cultural advisor

JACQUELINE KINGSLEY

Fundraising and organisational development specialist

MARIE BAK MORTENSEN

Head of Exhibitions & Interpretation, Royal Institute of British Architects (RIBA)

PAULA NEWPORT

Director of People and Culture, Aardman Animations Ltd

IMRAN PERRETTA

Artist and Educator

JAZLYN M PINCKNEY

Intersectional Inclusion Producer

PROFESSOR DOROTHY PRICE

Professor in History of Art, University of Bristol

COVER

Denzil Forrester *Itchin & Scratchin* (2019) Oil on canvas. *Itchin & Scratchin* (2020) Installation at Spike Island. Work courtesy the artist, courtesy Stephen Friedman Gallery, London. Photograph by Max McClure

What to expect

ROBERT LECKIE, DIRECTOR

“Spike Island is dedicated to supporting artists to develop their careers and make new work. Our ambitious exhibitions programme is centred on commissioning, producing and presenting work by emerging and underrepresented artists, while our ever-expanding artist development programme provides year-round opportunities for people to connect, build their networks and learn new skills. Our new Chair will be key to cultivating a robust and imaginative future for Spike Island so that we can continue to make a significant impact on a local, national and international scale.”

ANDREW COOPER, CHAIR OF THE BOARD

“As a Trustee and (for the last five years) as Chair, I have been deeply invested in the health, wellbeing and success of Spike Island. Spike Island is an exceptional organisation where artistic excellence and a vibrant creative economy exist in a powerful balance. Its unique operating model requires Trustees and management to do their utmost to safeguard its legal and financial security while developing its boundless artistic and creative potential.

I have thoroughly enjoyed the opportunity which being Chair has given me to strengthen this balance, working alongside a skilled and devoted staff team and Board of Trustees to ensure that Spike Island remains a vibrant and sustainable place for artists to develop, produce and present innovative work and for creative businesses to prosper.

I look forward with excitement to the next phase in Spike Island's life, as it continues to nurture challenging new art and ideas to inspire the people of Bristol, in the UK and beyond for many years to come.”



Role description



Pacita Abad *Life in the Margins* (2020) Installation view, Spike Island. Photograph by Lisa Whiting

KEY OBJECTIVES

- Ensure the Board fulfils its governance responsibilities and company objectives in accordance with its Memorandum and Articles of Association and charity law;
- Ensure that Spike Island is solvent and well managed;
- Ensure that strategic plans are in place to deliver the artistic vision and organisational objectives and support the Executive Team in their implementation;
- Ensure Spike Island maintains an effective, engaged and diverse Board of Trustees, optimising the relationship between the Board and the Senior Management team;
- Act as advocate and spokesperson for the organisation when required and build relationships with internal and external stakeholders as appropriate.
- Ensure Spike Island delivers on its commitments to equality, diversity and inclusion.

KEY RESPONSIBILITIES

LEADERSHIP

- Provide leadership and direction to the Board, creating clear expectations in relation to Spike Island's mission and resources;
- With Trustees, oversee the development of long and short-term objectives, priorities and goals for the organisation to meet the needs of its artists, audiences and other stakeholders;
- Focus the Board's attention on monitoring artistic and business performance and challenging output and outcomes where required.

BOARD BUSINESS AND MEETINGS

- Chair quarterly meetings of Trustees ensuring that the Board functions effectively, interacts with management optimally and fulfils all of its duties;
- Ensure that Spike Island operates in accordance with UK Law, particularly English Company and Charity Law and its own governing documents;
- Ensure that Spike Island's assets and legacy are well-managed and maintained for the future;
- With the Director, ensure Board papers are prepared and circulated in a timely manner and actively participate in the discussions and the deliberations of the Board;
- With the Treasurer and trustees, ensure prudent financial management and approve the financial risk review and reserves policies;
- With the Director, review the composition of the Board's sub-committees annually and serve as member of Board sub-committees as appropriate;
- Take decisions in conjunction with the Board, between Board meetings where necessary and within parameters agreed with the Board;
- Ensure risk assessments are carried out and reported to the Board;
- Arrange for another Board member to chair meetings in your absence.

Role description



Jo Lathwood: FACTORY at Open Studios (2019)

BOARD MEMBERSHIP

- Periodically consult with Board members on their roles, assess their performance and attendance at meetings and ensure an annual skills audit is completed;
- Focus the Board's attention on matters of organisational governance that relate to its own structure, role, and relationship to management;
- Lead discussion to approve the business plan and other key planning documents as prepared by the Director and Deputy Director;
- Work with the Board Development Committee to ensure continuous renewal of Board membership and support the recruitment of new Board members in relation to the organisation's annual skills audit;
- Respond to any concerns management has in regard to the role of the Board or individual directors. Work with the Director to respond to the concerns of the Board and other constituencies.

DIRECTOR

- Act as the Director's line manager and agree an annual programme of work which should be monitored throughout the year through regular contact meetings and annual appraisal;
- Provide support, advice and a sounding board to the Director and the senior management team on a regular basis
- Discuss with the Director their remuneration;
- Manage any grievance and disciplinary procedures, if required;
- Manage the recruitment of the Director and Deputy Director if required;
- Ensure Board resolutions are delivered, working collaboratively with the Director and the senior management team.

COMMUNICATIONS AND ADVOCACY

- With the Executive Team, enhance relationships with stakeholders, partners and other agencies;
- Fulfil such other assignments as the Chair of the Board and Director agree are appropriate and desirable for the Chair to perform, and act as ambassador and spokesperson where appropriate to help raise the profile of Spike Island – regionally, nationally and internationally;
- Make every effort to see the work the organisation produces and attend events and openings as appropriate; encourage other Board members to do likewise;
- Actively work to build Spike Island's reputation and extend its contacts;
- Foster a positive working relationship with other Board members and the organisation's staff.

OTHER

- Do whatever is necessary and prudent to ensure the organisation, its Board and staff, perform to the best of their abilities;
- Be aware of and abstain from any conflict of interest.

TERM

- The Chair is a company director appointment by Spike Island Artspace Ltd. with the benefit of limited liability and serves for a three-year term, renewable for a further three years plus one additional year (if required).

Person specification

- A strategic thinker who is able to support the development of Spike Island into the future;
- A skilled communicator who can lead, support and guide consensually;
- At least three years' experience as a board member of a charitable organisation;
- An understanding of the fiduciary and legal responsibilities of a board;
- A measured approach to challenges, opportunities and negotiating change;
- A broad understanding and empathy for the work of Spike Island and be a committed champion of the contemporary arts and their role in society.

SKILLS AND COMMITMENT REQUIRED

- Knowledge of the contemporary arts and the creative industries with an understanding of Spike Island's work and artistic ambitions, acting as a strong advocate where appropriate and necessary;
- Knowledge and skills in one or more areas of board and organisational governance: policy, legal, finance, personnel and/or programmes;
- Understanding and knowledge of fundraising, networking and advocacy;
- Experience in dealing with a broad range of demands and working with a wide spectrum of stakeholders that include artists, audiences, funders and customers;
- The ability to give time commitment to achieve all of the key objectives and be flexible in approach when there is a need to respond quickly.



How to apply

To apply, please visit spikeisland.org.uk/chair-of-the-board to submit an expression of interest, a CV and an equal opportunities form.

Your expression of interest should detail your interest in the role and reasons for applying, as well as highlighting your particular skills and experiences in relation to the person specification, and how you would act as an advocate for Spike Island.

We invite applications by 12 noon Friday 23 April 2021.

Applications received after this time will not be considered.

If you would like to know more about this opportunity, please contact Robert Leckie, Director or Andrew Cooper, retiring Chair via recruit@spikeisland.org.uk (with the subject line 'Chair of the Board application query') in advance of the application deadline.

If you would rather submit a video or audio file application, please contact the Office & HR Manager by emailing recruit@spikeisland.org.uk or calling 0117 929 2266. Your application will need to include the same details as required by the online submission.

Shortlisted prospective candidates will be invited to interview with a small group of Trustees and the Director in May 2021, with a view to observing the June 2021 Board meeting and taking up the role from September 2021.

First interviews will be held remotely week commencing 10 May 2021.

Second interviews will be held week commencing 24 May 2021.



If you require this information
pack in a different format
please get in touch
recruit@spikeisland.org.uk

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**ARTS COUNCIL
ENGLAND**

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