

# INFORMATION FOR PROSPECTIVE TRUSTEES



## Large Print Version

Thank you for your interest in becoming a Trustee of Vamos Theatre.

In this pack you'll find information about us, the role of a Trustee, and how you may be able to work with us to help deliver our mission of transforming lives through the empathy and connection of full mask theatre.

Arts Council England recognises Vamos Theatre as creating 'outstanding' performances as the leading full mask theatre company in the UK. With an established national role, this is an exciting time of growth and development for the Charity.

We are seeking Trustees to complement the current skills within the organisation, helping to drive us forward. We are particularly looking for Trustees who feel they have something to bring to the organisation and to add to our breadth of expertise and perspective.

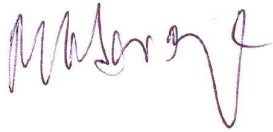
Vamos Theatre recognises the positive value of diversity, promotes Equality and Inclusion and is a Disability Confident Committed Employer. Our board is not as diverse as we would like it to be. We welcome and encourage applications from people of all backgrounds to help us shape the future.

To apply, drop us a line by email to [rachael@vamos theatre.co.uk](mailto:rachael@vamos theatre.co.uk) letting us know why you're interested and we'll arrange time to

have a conversation in the first instance.

If you require any support please advise us.

We look forward to hearing from you.

A handwritten signature in purple ink, appearing to read 'Rachael Savage'.

Rachael Savage  
Artistic Director

## ABOUT VAMOS THEATRE

Established in 2006, led by Artistic Director Rachael Savage, Vamos Theatre is the UK's leading full mask theatre company. Since 12-13 our work has reached 183,600+ people, including over 165,000 audiences, and more than 18,500 through our learning & participation programmes.

A leader in new writing, our trademark style marries wordless full mask with strong visual design and an original soundtrack. We produce theatre of exceptional quality and meaning: accessible, humorous, human and fearless, rooted strongly in social research.

*"Vamos are one of the best theatre companies working in Britain today. They are not to be missed."*

BritishTheatre.com

*"It's essential theatre... and it makes a difference. It's not to be missed...under any circumstances."*

BBC Radio Shropshire



Vamos Theatre is now a mature and successful company. ACE NPO (revenue) funding until 2026 continues to enable us to consolidate and build on our achievements. Vamos Theatre is a Charitable Incorporated Organisation (CIO) and is based Worcester.

We are staffed by a small and busy team of 9 people, regular artistic collaborators and project specific freelancers and volunteers.

For more information on our team, see:

<https://www.vamostheatre.co.uk/about/the-company/the-vamos-team>.

For our **Vision, Mission and Ethos** see:

<https://www.vamostheatre.co.uk/about/the-company/our-vision-and-mission>

## **RECENT WORK AND FUTURE PLANS**

Vamos Theatre is in an exciting period of change, as an Arts Council England funded National Portfolio Organisation, and as we develop ambitious new programmes of work and extend the reach of our work.

Our 2020-21 activity was hugely affected by the Covid-19 Pandemic yet it was an incredibly productive and creative year. We were dynamic in finding delivery solutions. Digital innovation became core to our operation. This helped to grow our audiences exponentially and extend our reach.

Highlights include:

- a BBC Culture in Quarantine Commission to create *How Hard is Waving?*
- working closely with the health care sector on Covid-safe production, *Love Through Double Glazing*.
- developing GP training: *Communicating Through Covid Times*.
- Creating a new Walkabout Theatre act in China via Zoom.



Our future plans include:

- **National and International Touring** – a new production in 2023.
- **Learning & Participation** – talent development of emerging artists, a new digital learning programme.
- **Health, Wellbeing & Social Care** - work with NHS staff, in care homes and with end-of-life settings.
- **Walkabout Theatre** – continuing to build our profile and develop new audiences, international artist development.



## **TRUSTEE ROLE AND DESCRIPTION**

### **Purpose**

The purpose of a Trustee is to provide good governance and leadership to support the delivery of the organisation's objects and mission. Our Board members must act in the best interests of Vamos Theatre, sharing the responsibility with other board members for making sure that the organisation is well run. They should use any relevant knowledge or experience they have to help the Board of Trustees to reach sound decisions.

It doesn't matter if you've not been a Trustee or have experience of working with a Board before. Our current Trustees will help and guide you to provide the relevant support as you become part of the Vamos Theatre family.

### **Main responsibilities of Trustees**

1. To lead the development of the organisation.
2. To determine and regularly review the strategic aims and plans of Vamos Theatre and to evaluate performance against agreed targets.
3. To ensure that Vamos Theatre acts within the law at all times and fulfils all regulatory requirements.
4. To ensure that Vamos Theatre has policies in place which support it to achieve its aims and that it strives to achieve best practice in all areas of its activities.
5. To ensure that Vamos Theatre develops strong organisational controls and manages its risks well, ensuring effective and efficient administration of the organisation.
6. To ensure that Vamos Theatre is well managed financially. This includes the adoption and oversight of the annual budget, the oversight of any fundraising and the proper investment of the charity's funds/management of assets.

7. To oversee programme planning and evaluation.
8. To communicate openly with all stakeholders about the work and performance of Vamos Theatre and to take into account feedback from them.
9. To advocate for and promote Vamos Theatre and to safeguard its reputation.

The Charity Commission guidelines covering the role and expectations of trustees can be found at:

<https://www.gov.uk/government/publications/the-essential-trustee-what-you-need-to-know-cc3/>

The Board has adopted the Charity Commission's Code of Governance (<https://www.charitygovernancecode.org>) and follows the provisions for 'smaller charities' across the areas of purpose, leadership, integrity, decision making/risk/control, Board effectiveness, diversity and accountability.



## WHAT WE'RE LOOKING FOR



We are seeking a diverse range of applications with a variety of experiences: previous experience as a Trustee is not necessary. We'll work with you as you get to know us and the role and make sure you're supported.

The personal attributes we look for in a potential trustee are:

- Demonstrates a strong passion and commitment to Vamos Theatre's purpose and ethos
- Understanding and acceptance of the legal duties, responsibilities, and liabilities of Trusteeship
- Willingness to speak up, debate and discuss, providing appropriate challenge and support
- Builds positive and constructive working relationships with colleagues and stakeholders
- Strategic vision
- Ability to think creatively

- Tact and diplomacy, with the ability to listen and engage effectively
- Integrity
- A team player

Becoming a Trustee is a great way of developing yourself and get experience of managing an organisation at a strategic level plus making a valuable contribution to a charity.

## **TIME COMMITMENT**

**Length of term:** 3 years in line with our Constitution

### **Meetings and Time Commitment:**

- The Board meets 4 times a year, plus an annual awayday and involvement in particular projects to support the work of the company.
- We meet in person in Worcester when we can, but are currently using Zoom for some meetings. Standard meetings generally last 3 hours.
- Trustees are expected to prioritise attendance at all meetings of the Board.
- Trustees are also expected to act in the best interests of the charity and to represent and promote Vamos Theatre at all times.

This role is unremunerated but reasonable out of pocket expenses (travel, and accommodation where necessary) will be reimbursed.

## **RECRUITMENT PROCESS**

If you wish to apply for this role:

- Drop us a line by email to [rachael@vamos theatre.co.uk](mailto:rachael@vamos theatre.co.uk) letting us know why you're interested and we'll arrange time to have a conversation in the first instance.

**Send applications to:** Artistic Director Rachael Savage  
[rachael@vamos theatre.co.uk](mailto:rachael@vamos theatre.co.uk).

Invitations for a meeting with the Artistic Director and Chair of the Board of Trustees or another Trustee will be arranged thereafter.