



## Vital Xposure

Sharing vital stories, exposing hidden truths



Quiet Rebels Tour 2022 - Photos by Rehan Jamil

[www.vitalxposure.co.uk](http://www.vitalxposure.co.uk)

# BOARD OF TRUSTEES AND VICE CHAIR

## RECRUITMENT PACK 2023



Quiet Rebels Tour 2022 - Photo by Rehan Jamil

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## WELCOME

Thank you for your interest in Vital Xposure.

We are seeking individual/s who are interested in joining our Board of Trustees and who want to provide support to a national, disabled-led, unique and high profile theatre company. We are interested in hearing from individuals who would like to join the Board and also from individuals who are interested in taking on the specific role of Vice-Chair.

Vital Xposure has a small core team and we are currently recruiting for a new Artistic Lead. It is an exciting time as the company starts to diversify its programme. Vital Xposure will continue to commission, produce and tour new work, support artists' and writers' professional development. In addition, with extra funding from the Arts Council, Vital Xposure will develop a new work strand, the **VX Labs**.

Vital Xposure's finances are stable. The organisation is an Arts Council England National Portfolio Organisation. We have a wide-ranging programme going forward. Some of our key priorities will be to diversify our income streams, develop partnerships inside and outside the arts sector, continue to lead and advocate for the arts and disability sector and produce high quality, accessible theatre for wide ranging audience and participants.

We are fully committed to equality and inclusion and seek interested individuals from a diverse range of backgrounds.

If you feel a relationship with this company is of interest and this is something you would like to find out more about, please look at our website. You will find more about these roles, the history of the Company, details of our future programming, our Board, staff and partners.

We very much look forward to hearing from you and telling you more about our work.

Best wishes,



**Sue Williams – Chair**

## HOW TO APPLY

### To apply please provide:

- a short introductory statement demonstrating your interest in this role and explaining how your skills and experience will be useful to Vital Xposure
- an up-to-date CV

Send these, together with a completed equal opportunities monitoring form to:

**chair@vitalxposure.co.uk** to arrive no later than: **Wednesday December 13, 2023 at 12.00 midday**

Please mark your email **TRUSTEE RECRUITMENT**

Interviews will be scheduled in the New Year.

If you want an informal conversation prior to making an application please email:

**office@vitalxposure.co.uk** with the subject heading **TRUSTEE RECRUITMENT** and a short conversation will be organised.

If you are interested in joining the Board in the capacity of Vice Chair, please make a note of this at the top of your short introductory statement.

We are committed to ensuring our recruitment process is transparent and accessible. If you wish to submit a statement in alternative formats, contact us to discuss details.

We welcome statements in different formats that are accessible for you e.g. audio or video (in British Sign Language, Spoken English or other). We would expect an audio or video to be up to 5 minutes long.

If you require this information in alternative formats, please contact us:

**intouch@vitalxposure.co.uk** / 020 8123 9945 / 07432 421825 (voice/texts/WhatsApp)

These formats will be available upon request and we will ensure they are suitably tailored to support the applicant's access requirements.

We look forward to receiving your statement and thank you for your interest in Vital Xposure.

## ABOUT THE COMPANY

Vital Xposure was founded in 2011 by disabled artist and activist, Julie McNamara. As a disabled-led theatre company, whose ethos is underpinned by the Social Model of Disability, we have an exciting history of creating and touring work informed by stories from hidden voices. Based in London, we have national reach, engaging with audiences and participants who have often been ignored. We present inclusive theatre, new work and support artists' creative development.

Currently there is a range of work in various stages of development - a London-focused new writing programme; a Hackney based residency with young people following on from last year's successful tour of Quiet Rebels and a new national 3-year programme of exploration and investigation, supported by an uplift in funding from Arts Council England.

**Wellspring 2023** is a professional development programme for London-based disabled, d/Deaf and Neurodivergent playwrights and script writers. These are training sessions led by renowned disabled writers, playwrights and directors, with mentoring support and a final showcase. Delivery partners are the Bush Theatre, Paines Plough, Soho Theatre and Theatre 503.



Wellspring Writers 2023 - Photo by Vital Xposure

The journey of Quiet Rebels continues this Autumn with a **Residency with Hackney Quest's** young people led by the writers / directors, Hassan Mahamdallie and Julie McNamara. Young participants are exploring ways to search and discover forgotten stories in their families and community, celebrating those who have shaped Hackney's history.



**Quiet Rebels Young People's Residency: museum visit. Photo by Julie McNamara**

Informed by national consultation, a 3-year programme, supported by an ACE funding uplift, will enable us to grow partnerships and broaden and innovate disabled-led creative practice and access. The **VX Labs** will see the Company become a centre for ideas, imagination and innovation. They aim to remove existing barriers for artists and audiences and, importantly, will provide a legacy of sharing new practice and debate with the wider arts sector.

Read more about Vital Xposure's activities and history: [www.vitalxposure.co.uk](http://www.vitalxposure.co.uk)

Vital Xposure is proud to be an Arts Council National Portfolio Organisation. The Wellspring programme is supported by City Bridge Trust and the National Lottery Community Fund.

Our small, committed Team are at the centre of our Company and are supported by a dedicated Board of Trustees. We will recruit an artist's advisory group by March 2024. Vital Xposure is a registered charity and a company limited by guarantee.

## **Our Vision:**

A fairer world for marginalised artists to become creative leaders, with their work celebrated in the heart of our culture.

## **Our Mission:**

We create new, innovative performances and projects relevant to and representative of our communities.

We engage audiences with previously hidden stories to broaden understanding of our society and ourselves.

We remove barriers for d/Deaf, disabled and Neurodivergent artists, to increase their skills, confidence and visibility both nationally and internationally.

Our inclusive disabled-led work will bring positive change, through sector leadership, creative collaborations and intersectional practice.

## **Values:**

Social justice, Excellence, Integrity, Inclusivity, Creativity



Quiet Rebels Tour 2022 - Photo by Becky Bailey

## BOARD OF TRUSTEES

The Board of VITAL XPOSURE has the ultimate responsibility for the affairs of the Company, ensuring it is solvent, well run and that it delivers the charitable objectives for the benefit of the public.

The Board must ensure that Vital Xposure complies with charity law and with the requirements of the Charity Commission.

The Board is responsible for the preparation of reports on what the Company has achieved and the annual returns and accounts as required by law.

The Board of Vital Xposure must ensure compliance with the requirements of all legislation and all regulators which govern the activity of the Company.

The Board of Vital Xposure must act with integrity, avoid any personal conflict of interest and ensure proper use of the Company's funds or assets.

The duties of a Board Member are as follows:

- To ensure that Vital Xposure complies with its Memorandum and Articles of Association and that it pursues only the charitable objects which are defined in it.
- To ensure that the objectives agreed in the Arts Council Funding are met.
- To ensure that Vital Xposure complies with relevant legislation and regulations.
- To ensure that Vital Xposure is financially viable.
- To contribute to the Board of Directors role in giving strategic direction and setting overall policy.
- To ensure that Vital Xposure is defining goals and setting targets for the organisation and that performance is evaluated against these targets.
- To safeguard the good name and ethos of Vital Xposure.
- To make sure that management and administration are effective and efficient.
- To participate in the appointment of the Artistic Lead and the Executive Director and to monitor their performance.
- To sit on appraisal, recruitment and disciplinary panels, as required.
- To offer the benefit of any specialist knowledge which may assist the Board and development of the company, so long as there is no conflict of interest.
- To consider options to mitigate including getting external professional advice, where there may be material risk to the Company. This includes where Board members may be in breach of their duties.



All Board Members must have:

- Integrity
- commitment to Vital Xposure's Vision and Aims
- a willingness to devote the necessary time and effort to ensure that the board is able to successfully undertake all its responsibilities.

In addition, it is desirable that Board members should have:

- strategic vision
- good, independent judgement
- the ability to think creatively
- a willingness to speak their mind
- an understanding of the legal duties, responsibilities and liabilities of trusteeship.

Vital Xposure is a private company limited by guarantee without share capital and its Trustees' liability is therefore limited to £1.

## **VICE CHAIR – VITAL XPOSURE**

The role of Vice Chair is a new role and has been created to strengthen Vital Xposure's Board in the delivery of its responsibilities. The main role is to support the Chair. This position mitigates against risk which could negatively impact on the Board, should the Chair be unavailable provides succession planning for the role of Chair.

The Board of Directors of Vital Xposure has the ultimate responsibility for the affairs of the Company, ensuring it is solvent, well run and that it delivers the company's charitable objectives, for the benefit of the public.

In addition to undertaking the duties set out in the job description of the Board of Directors, the Vice-Chair may support the Chair in the following ways:

- chair Board meetings or sub committee meetings, when required
- attend 1:1 and appraisal meetings with Artistic Lead and Executive Director
- When the Chair is unavailable, to chair Board meetings or, if not available, to delegate responsibility to another Trustee.

In the absence of a Chair, the Vice Chair will:

- lead and liaise with Directors in setting, agreeing and monitoring strategy and policy
- plan the annual cycle of Board meetings with the Executive Director

- liaise with the Board and work with the Executive Director on Board recruitment, development and retention.
- set agendas for Board meetings with the Executive Director
- work with the Executive Director to ensure the Board's agreed decisions are actioned
- hold the casting vote, for or against a proposal when the votes of Board members are equal
- support the Executive Director, either in person or via delegated responsibility; scheduling 1:1s and monitoring progress through annual appraisals
- agree the brief for Board sub committees / working parties, set up to carry out company business
- sit on and lead appointment and disciplinary panels
- represent Vital Xposure at functions, in meetings, by letter or electronically, as appropriate.

In addition to the qualities required by Board Members, the Vice Chair should also have:

- leadership skills
- experience of committee work and corporate decision making
- tact and diplomacy
- impartiality and fairness
- the ability to respect confidences.