



Manchester Street Poem

Trustee role and recruitment

Who we are

Manchester Street Poem (MSP) is an arts collective that tells stories, particularly stories around homelessness and its associated issues. We concentrate our efforts in Greater Manchester, our home, but are open to collaborations and projects nationally and internationally. For our audiences we hope to challenge perceptions around homelessness and its associated issues and create powerful, transformative moments generated by our artworks. For our participants we hope to catalyse personal growth and confidence, to create opportunities for self-expression and to make spaces to develop positive connections. Everything we do is filtered through our values, which are: **kindness, collaboration, creativity** and **inclusivity**. www.mcrstreetpoem.com

Who we're looking for?

You do not need previous governance experience. We are looking for people willing to bring energy, enthusiasm and commitment to the role, and who will broaden the diversity of thinking on our Board. Particular areas of expertise we would welcome from applicants would be marketing and fundraising.

MSP is committed to supporting applications from individuals currently underrepresented within the arts – including people with lived experience of homelessness, as well as individuals identifying as part of the global majority and disabled community.

Benefits of being a Trustee

- The chance to make a difference
- To support a cause close to your heart or personal experience
- To learn new skills
- To network and meet new people

What you'll need to do as a Trustee

Trustees play a vital role in making sure that MSP achieves its core purpose and exercise their role collectively. They oversee the overall management and administration of the charity. They also ensure that MSP has a clear strategy and that our work and goals are in line with our vision. Specifically they:

- Support and provide advice on MSP's purpose, vision, goals and activities;
- Approve operational strategies and policies and monitor and evaluate their implementation;
- Ensure the effective and efficient administration of the charity and that it complies with its governing document (i.e. its trust deed, constitution or memorandum and articles of association), charity law, company law and any other relevant legislation or regulations;
- Ensure that key risks are being identified, monitored and controlled effectively;
- Ensure the financial stability of the charity and the proper use of its funds (informed by the Treasurer);
- Contribute to regular reviews of MSP's own governance;
- Attend Board meetings, adequately prepared to contribute to discussions;
- Maintain confidentiality on sensitive and confidential information;
- Use independent judgment, acting legally and in good faith to promote and protect MSP's interests,

to the exclusion of their own personal and/or any third-party interests.

- Contribute to the broader promotion of MSP's aims and reputation by applying your skills, expertise, knowledge and contacts.

What you bring

- Enthusiasm for our vision and mission and a willingness to lead according to our values;
- A willingness and ability to understand and accept your responsibility and liability as a Trustee and to act in the best interests of the organisation;
- An ability to think creatively and strategically, exercise good, independent judgement and work effectively as a Board member;
- Effective communication skills and willingness to participate actively in discussion, being constructive, open and respectful about other Trustees' opinions in discussions;
- A strong personal commitment to equity, diversity and inclusion.

What you need to commit to

- Attending six Board meetings annually. Currently, meetings are held either remotely on Zoom or at MSP's studio at Islington Mill in Salford. Meetings last roughly 1.5 hrs. There is an expectation to attend at least four of the six meetings each year and those who fail to attend three consecutive meetings without approval of the Board will be deemed to have vacated their position;
- As a small charity, there will be times when Trustees need to be actively involved beyond Board meetings. This may involve reviewing board papers, attending away days or participating in training. Additional meetings for some, or all, of the Board might also be added to deal with specific aspects of the charity's management e.g. working groups, task and finish groups, project delivery etc.
- To respond promptly to email and telephone communication from the Chair and other Trustees.

This is a voluntary position, but reasonable expenses will be reimbursed.

Next steps

To express your interest in the role please email MSP Project Manager – Simon Leroux – and in no more than 500 words introduce yourself and share why you would like to be a Trustees for MSP, what you would hope to gain from joining the Board and what you hope to offer.

Please email simon@mcrstreetpoem.com and use the subject line **MSP Trustee Recruitment**.