

- Job title** Trustee of Outside Edge Theatre Company
- Direct report** Works closely with the Chair, Artistic Director / CEO and Board of Trustees.
- Background** A general background in any of the following areas would be useful:
- Development (Fundraising)
 - PR, Comms and Marketing
 - Drug and Alcohol / Addiction Treatment
 - Law
 - Experience working with public sector bodies, especially in public health and/or arts commissioning.
 - Previous experience as a trustee would be welcomed.

Company Aim

Outside Edge Theatre Company is the UK's only theatre company and participatory arts charity focused on addiction. For twenty years, our groundbreaking drama workshops have inspired positive change in recovering addicts and we have produced professional theatre productions about issues related to addiction across the country from treatment facilities to off-West End venues.

Using drama as a creative outlet, we help participants build confidence, self-esteem and the skills required to lead productive, healthy lives free from substance misuse. Our facilitated activities, which include improvisation, creative writing, acting exercises and performance opportunities, have garnered international recognition from health experts, academics and other arts organisations. Last year alone, 278 people attended our free drama activities 1,120 times. 91% of participants said OETC strengthened their recovery; 83% did not use substances in the past month; and 48% did not use in the past year. As one service user said, *"If it wasn't for Outside Edge I would keep relapsing, but I love Outside Edge more than drinking or drugs."*

Last year our theatre productions reached 568 audience members. We have produced critically acclaimed shows at Shoreditch Town Hall, VAULT Festival, Hoxton Hall, Riverside Studios and other off-West End venues. Most recently we co-produced the Origins award-winning *Tumulus*, a formally innovative queer-noir murder mystery, at Soho Theatre about sex and drug addiction in the gay community that was called 'slick' and 'original' by The Guardian.

We are currently seeking Trustees to work with newly appointed Artistic Director and CEO Matt Steinberg to help lead Outside Edge Theatre Company in its exciting next stage of development and growth. Our AD / CEO manages a full-time Administration and Projects Coordinator and a passionate team of freelance facilitators to deliver our unique programme of work. Outside Edge Theatre Company is a small, fast-paced charity offering Trustees the opportunity to directly affect the organisation's outcomes and see first-hand the impact of their efforts.

Role summary

Primary responsibilities:

- Have the legal responsibility to ensure that the assets held on trust are applied to the charitable objectives.
- Be collectively responsible for the success of Outside Edge Theatre Company for setting the strategic aims of Outside Edge Theatre Company, ensuring that necessary resources are in place to meet its objectives and monitoring performance.
- Define the values and standards of Outside Edge Theatre Company, including the mission statement and programming policy.
- Once the Board has agreed on strategy and policies, it will defer responsibility for execution to the executive and will assume a monitoring and supporting role.
- Scrutinise the performance of management in meeting agreed goals and objectives and ensure that Outside Edge Theatre Company's controls and systems of reporting are robust.

Secondary responsibilities of board:

- Ensure transparency and accountability in Outside Edge Theatre Company's activities being mindful of the support from public funds.
- Review and approve the risk management policy once a year to ensure that it reflects changes inside and outside the organisation.
- Review and approve the business plan once a year.
- Review and approve the programme proposed by the Artistic Director / CEO.
- Confirm the appointment of senior staff selected by the Artistic Director / CEO.

Qualities of a Trustee

Essential

- Understanding and acceptance of the legal duties, responsibilities and liabilities of Trusteeship and adhering to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.
- Commitment to the charity's objects, aims and values and willingness to devote time to carry out responsibilities.
- Strategic and forward looking vision in relation to the charity's objects and aims.
- Good, independent judgement, political impartiality and the ability to think creatively in the context of the organisation and external environment.
- Good communication and interpersonal skills and the ability to respect the confidences of colleagues.
- Balancing tact and diplomacy with willingness to challenge and constructively criticise.

Desirable

- Prior experience of committee/trustee work.
- Knowledge of the type of work undertaken by the organisation.
- A wider involvement with the voluntary sector.
- Experience of chairing meetings, committee work, some experience of charity finance, charity fundraising.
- Leadership skills exercised through a period change.

Time commitment

- The Board meets at least 4 times a year, with the possibility of additional sub-committee meetings required.
- In addition to board meetings, other contact – usually electronic or by telephone – will be necessary to provide the AD / CEO input and advice in your particular area specialism, with a minimum time commitment of approximately 2 hours per month.

Outside Edge Theatre Company values a diversity of perspective and lived experience and applications from individuals are encouraged regardless of substance misuse history, age, disability, sex, gender, sexual orientation, race, religion or belief.

To apply please email a CV, cover letter and completed Equal Opportunities Monitoring form (available for download from www.edgetc.org/about-us/work-with-us/) to recruitment@edgetc.org by 5pm on 27 September 2019. Please detail why you are suitable for the role referring to the qualities set out above.

Interviews will be held in early October.