

We particularly encourage applicants from a wide range of backgrounds and experiences in order to achieve a more varied organisation.

Deal Music & Arts has been bringing the best in arts and culture to audiences in East Kent for nearly 40 years, and in that time we have welcomed many of the world's greatest artists. Over four decades, we have evolved from presenting a summer festival to being a year-round organisation that produces and curates a summer festival and also supports a series of education programmes. We take pride in benefiting the cultural life and the local economy of East Kent.

DMA is a company limited by guarantee, registered in England and Wales No. 4833202, governed by its Articles of Association dated 28th June 2003. It is a registered charity in England and Wales No. 1100003.

The Board is composed of up to 12 Trustees and is responsible for the governance of Deal Music and Arts. Its members act both as Trustees of the Charity and Directors of the Company. It meets every three months. Management of DMA is delegated to a small team, under the leadership of the General Manager, Willie Cooper and the Artistic Director, Dr Paul Edlin who report to the Trustees regularly, particularly through the Finance and General Purposes Committee which meets more frequently than the full board.

The current Covid-19 crisis has meant that our public activities have been curtailed. However we mounted a 16 day Festival in July 2021, and during 'lock-downs' have kept in contact with our supporters through an on-line programme of events and talks. In the same way we have succeeded where possible in continuing our educational work online despite the closure of schools during the pandemic.

Deal Music and Arts is responsible for:

An annual Arts Festival in July which over a sixteen day period combines a varied music programme – Classical, Jazz Popular and Traditional, with drama, literature, the visual arts and cinema.

Outside the Festival we run a series of music and arts education programmes that reach into around a third of the schools in our area and we have developed a strong relationship with Goodwin Academy in Deal and Walmer. We have a Summer Music School, 'Bold As' which introduces young people to brass instruments, and we plan to start a major Music Centre for young people from the Dover District Council area in January 2022 with five separate programme strands.



We are a catalyst for arts partnerships, creating platforms for artistic collaboration, creativity and innovation, notably with the National Youth Jazz Orchestra whose Academy in the South East we will host from October 2021, Trinity Laban Conservatoire of Music and Dance, The Purcell School, Kent Music, Guildhall School of Music and Drama and many others.

It is an essential part of our mission to contribute to the social, economics and cultural regeneration of East Kent.



We are now seeking two/three new board members to join the current nine Trustees who oversee Deal Music and Arts' strategy, finances, operations and governance, working in partnership with the artistic and management team. Like most institutions at present, DMA is reassessing future opportunities and making sure that the organisation develops the necessary flexibility to meet the likely challenges ahead, particularly in wake of the Covid Pandemic.

New board members will have a passion for the arts and music and for arts education and be ready to play a full part in working with the experienced and highly-motivated board and management team in guiding DMA's future.

We particularly want to encourage applications from candidates who have previously been under-represented within Deal Music and Arts as a consequence of barriers that can be linked to ethnicity, class, disability, gender, and sexuality, or any other personal or socio-economic disadvantage.

DMA has recently undertaken an audit of the skills that were under-represented amongst its current Trustees and is particularly interested in hearing from candidates with skills and experience in the following areas.

- Diversity and equality
- Partnerships and outreach
- Legal supervision
- Arts Financial Management

Role Description

Role title:

Trustee/Director.

Salary:

Voluntary – unpaid, but reasonable travel expenses will be reimbursed.

Time commitment:

Four Board meetings per year; late mornings on weekdays. Board members may also choose to serve on committees.

Term of service:

Initial 3-year term. Trustees can be re-appointed up to a maximum of 2 terms.

Location:

Deal.

Start date:

December 2021.



Role Summary

Board members oversee the company's strategy, finances, operations and governance, working with the artistic and operational company management and leadership.

The Charity Commission identifies six essential duties of a Trustee:

- *To ensure your charity is carrying out its purposes for the public benefit.*
- *To comply with your charity's governing document and the law.*
- *To act in your charity's best interests.*
- *To manage your charity's resources responsibly.*
- *To act with reasonable care and skill.*
- *To ensure your charity is accountable.*



New board members will have a deep personal commitment to the arts and to music education and be ready to work with fellow trustees and the management team in charting DMA's future. The ability to be available to regularly attend Board meetings will be an important consideration.

Key Responsibilities

As a member of the Board of Trustees, you will:

- Ensure that DMA has a clear vision, mission and strategic direction and is focused on achieving these.
- Contribute actively to the Board's role in giving strategic direction to DMA, helping to develop overall policy, defining goals, setting targets and evaluating performance against agreed objectives and targets.
- Support DMA's vision and provide critical oversight with regards to the practical and financial implications of its artistic and educational programmes.
- Monitor DMA's progress against its Business Plan, including overall objectives and budgets while delegating implementation to the staff.
- Ensure DMA's overall financial stability and sustainability.
- Safeguard the reputation and values of DMA, champion equality and diversity.
- Be willing, if required, to contribute to DMA's annual fundraising targets, which could include: attending fundraising events, making introductions to potential individual or corporate supporters, or making a



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personal donation within your means.

- Act as an ambassador for DMA and its programmes.
- Devote the necessary time and effort to fulfil your role as Trustee.

The above list of duties is indicative only.

Person Specification

We want our Trustees to share our passion for the arts and for arts education.

Essential requirements:

- Commitment DMA and a willingness to devote the necessary time and effort.
- Strong, independent judgment and strategic vision.
- An understanding and acceptance of the legal duties, responsibilities and liabilities of trusteeship and an ability to work effectively as a member of a team.
- A deep commitment to promoting diversity in every sense of the word.
- A belief in the importance of 'Community' and its values in respect of the audiences and young people we serve and work with.
- An understanding of the respective roles of the Chair, Trustees and Chief Executive.



How to Apply

Applications should be made by emailing a letter (no more than 2 sides of A4) setting out why you are interested in joining the board, and how your experience can contribute to Deal Music and Arts as a Trustee.

In addition, please include a current CV.

If there anything we can do to support your application, and to ensure your interview is as accessible as possible, please let us know in your application.

Applications should be emailed in confidence to Willie Cooper (irondraw@btinternet.com) to arrive no later than 14th November 2021.

Preliminary interviews are anticipated to be on 25th and 26th November 2021.