

FINDHORN BAY ARTS



Join our Board of Trustees

Do you have a strong interest in connecting people and places with exceptional and diverse creative experiences? Would you like to help *make creative things happen in Moray and beyond?*

Findhorn Bay Arts (FBA) are seeking new trustees to join our Board.

FBA work towards the vision that Moray is a place of exceptional creative opportunities. We have the mission of connecting, engaging and celebrating people and places through exceptional and diverse creative opportunities in Moray and beyond.

Award-winning creative producers of cultural events and activities, we provide year-round opportunities that bring cultural, economic and social benefit to the region, as well as those living and working in it.

Since our foundation in 2012, we have grown from being synonymous with our biennial festival into year-round producers of community-facing and creative sector-connecting development projects.

Our board brings together a wealth of expertise and commitment to *making creative things happen*.

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We would like to recruit people who share our vision for the organisation and contribute to the ongoing strategic development and effective governance of everything that we do.

To complement the Board's existing experience, we would particularly welcome applications from people with skills and experience in environmental sustainability, finance and business development and equalities, diversity and inclusion. Most importantly we are seeking applications from people with a passion for making creative things happen in Moray and beyond.

The trustees meet every four times a year virtually to support, advise and develop the work of the organisation. The Board also takes part in a yearly, in-person development day with the staff team and external facilitators if appropriate.

Appointments are generally for an initial period of three years. Trustees are voluntary and unpaid. We welcome applications from any part of Scotland, although residing in or having strong connections to the Moray area would be an advantage.

If you are interested in finding out more before making an application, please contact us at info@findhornbayarts.com to arrange a time to talk with one of the Trustees.

How to Apply

To apply directly please send a covering letter (no more than two pages) stating why you would like to become a trustee and what skills and experience you have to offer our organisation and a CV via [this link](#).

We also request you fill in a voluntary and anonymous equalities, diversity and inclusion form - [click here](#).

We welcome applications in alternative formats, such as BSL, Braille, sound or video recording or transcribed by phone. We have a budget for removing barriers you might face to applying and performing the role. Please contact us if you would like to discuss this in more detail, or to submit it by phone.

We welcome applications from people who face marginalisation, including D/deaf and/or disabled people, LGBTQIA+ people, women, people of colour, working class, and any other related background or identity.

Please submit your application by no later than 10am on Friday 8 December 2023.

Candidates shortlisted for interview will be notified by Monday 11 December.

Interviews will be conducted online early evening (from 5pm) on either Wednesday 13 or Friday 15 December.

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Trustee Responsibilities and Duties

The organisation is governed by a volunteer Board of Directors who provide support and guidance to the team, act as ambassadors for our work, uphold our values, and are responsible for:

- Ensuring that the organisation complies at all times with its governing document, charity law, company law and any other relevant legislation or regulations.
- Ensuring that the organisation pursues its objectives as defined in its governing document.
- Maintain proper financial control and ensure that the organisation applies its resources exclusively in pursuance of its objects.
- Ensuring the financial stability of the organisation.
- Support and provide guidance to the team appropriate to your skills and experience.
- Contribute actively to the role of the Board in giving coherent and relevant strategic direction to the organisation, approving overall policy, aims and objectives and evaluating performance against agreed targets.
- Always act in the interests of FBA and safeguard the good name and values of the organisation.

In addition to the above statutory duties, each trustee should use all the skills, knowledge and experience they have to help the Board and team reach sound decisions through contributing to discussions, providing advice and guidance.

More information about the role and responsibilities of a trustee can be found in the Office of the Scottish Charity Regulator's *Guidance and Good Practice for Charity Trustees*. [Click Here](#).

To view our current Business Plan, [click here](#).

For further information, please contact director@findhornbayarts.com, call 01309 673 137 or visit our website: www.findhornbayarts.com.