



Beacon Arts Centre

Board Recruitment Information Pack

Inverclyde
council



June 2018

Dear Candidate

Beacon Arts Centre

Thank you for your interest in joining the board of Greenock Arts Guild Limited, trading as the Beacon Arts Centre.

This year we celebrate the fifth anniversary of the opening of the Beacon Theatre and as we do, we are fortunate to have secured funding from Inverclyde Council and from Creative Scotland as a Regularly Funded organisation for the period from 2018 to 2021.

With the support of our stakeholders, we continue with our programme to attract the widest range of people as audience and/or participants. From community centres and youth clubs to places where older people meet and from parks and health care settings to schools and nurseries, we will aim to provide creative and interesting opportunities for everyone.

As we plan for the future, we seek new board directors to lead us successfully through the next few years. While we seek candidates with expertise in finance, community involvement, venue and facility management, PR, HR, fundraising and artistic programming, the list is neither prescriptive nor restricted.

I hope this information pack provides all the details you require. Also you can find it online at www.beaconartscentre.co.uk. However, please don't hesitate to get in touch if there's anything further you require.

I look forward to hearing from you

Best wishes

Gordon Armour
Chair

Who We Are

Beacon Art Centre opened in January 2013 and is one of the finest new arts venues in the country. It replaced the Greenock Arts Guild Theatre which served the community of Inverclyde for 65 years. The Beacon is now situated at Custom House Quay in the centre of Greenock in a spectacular location overlooking the Clyde estuary towards the hills of Argyll and Dunbartonshire.

The Beacon is a key waterfront regeneration project that has acted as a catalyst for Greenock Harbours and its creative programme and activity across the community are of major benefit to the cultural life of Inverclyde.

The venue has 2 performing spaces - an auditorium accommodating up to 500 and a flexible studio theatre accommodating up to 170. These are alongside 3 elegant rooms providing additional space for a wide range of activity from street dance classes to weddings. Our bistro supports the varied programme offering breakfast, lunch, pre-theatre and bar service.

The Beacon is run by Greenock Arts Guild, a company limited by guarantee with charitable status. The board has recently updated its Articles of Association and the organisation's primary purpose is to *advance, promote, maintain and improve education, participation and enjoyment of the arts including, without limitation, the arts of drama, mime, dance, singing, music, film, painting and sculpture*

The company directors are also charity trustees and are required to undertake regular training on the role of a trustee.

The Beacon is supported by Inverclyde Council and is a regularly funded client of Creative Scotland.

What We Do

Beacon Arts Centre is much more than just a theatre. Employing over 40 staff it makes a serious contribution to the economic life of Inverclyde and plays an important role as a visitor and tourist attraction.

The creative ambition of the Beacon Arts Centre makes it a vital regional and national venue within the arts and cultural landscape of Scotland.

Specifically, the Beacon stages a wide mix of theatre, from large scale musicals to creative dance performances and from intimate children's shows to an annual panto. Music events are year round including Scottish Opera, Inverclyde's Scottish Folk and Roots Festival and youth music programmes.

This programme is supported by arts development work across the community that engages with a range of target groups including:

- early years, children, young people and families;
- schools, work training and placement opportunities;

- those suffering poor mental health and wellbeing; and
- later life groups

The arts development programme operates with partner agencies such as Your Voice, the Health and Social Care Partnership, River Clyde Homes, Inverclyde Council and West College Scotland.

The Beacon is frequently used for events and conferences and is the production house for outdoor events and festivals.

The Bistro services both the Beacon's theatre and the event going audiences as well as being a destination restaurant in its own right.

Over the strategic planning period of 2018/19 to 2020/2021, areas for development have been identified which include:

- an ambitious music programme that builds on the Folk and Roots Festival and the venue's facilities;
- a festivals programme;
- audience development particularly with the 18 to 30 age group and the significant later life population
- a reinvigorated customer service through a revamped foyer and reception area;
- a shop selling high quality local and Scottish goods, souvenirs and postcards
- a Bistro *Taste of Scotland* award; and
- a new pricing strategy.

The Board

Our Board is selected to be a highly skilled group of people, drawn from local business individuals with key professional skills, long term users of the building through amateur performance groups and industry professionals with experience of membership of arts boards. They are:

- Gordon Armour (Chairman) – former Business Advisory Partner for Scott Moncrieff Accountancy and Professional Services. Gordon is Director of Westbourne Music and a Trustee of leading Scottish Charities.
- Isabella Lind OBE (Vice Chair) – former Headteacher of Ravenscraig Primary School and Aileymill Primary School. Isabella was awarded the OBE in 2006 for services to Education in Inverclyde and is currently the President of Inverclyde Music Festival and is a champion of the Scots language.
- Raymond Jack – Executive Director of Finance and Operations at Association of Chartered Certified Accountants (ACCA). He was formerly an Executive Director at Scottish Power and a member of the Board of Management at James Watt College. He is also active in local charities.

- Cllr Stephen McCabe – Leader of Inverclyde Council, representing the ward of Inverclyde East Cllr McCabe sits on a range of outside bodies including Boglestone Community Association and Riverside Homes
- Cllr Elizabeth Robertson – First ever Female SNP elected member to Inverclyde Council, Elizabeth is a local arts and theatre enthusiast who is well known locally through her commitment and support to a number of local theatre groups.
- Carolyn Paterson – Senior Programmer & Arts Development Officer at Stirling Council, Carolyn was brought up in Inverclyde and used to attend and take part in events at the Arts Guild. She has a wealth of experience of funding, programming venues, arts projects and the Scottish arts scene.
- Lynsey Currie – Principal Teacher in education having formerly been a Postgraduate Tutor at the University of Glasgow. She is the Artistic Director and owner of local theatre company, Thistle Theatre Academy of Speech and Drama. Lynsey is also a freelance director and tutor. She is on the committee of Inverclyde Music Festival, Scottish Community Drama Association and Greenock Burns Club.
- Douglas Brands – was previously Chairman of Brands Electronics, an electronics company that he founded with his brother In 2004, along with his sister Sharon, he established Funworld Leisure Company, which has recently been sold to the G1 Group.

New Members

We wish to invite up to 4 new Directors to join our Board to support the next stage of the development of Beacon Arts Centre.

We want to ensure the board comprises the right mix of expertise and following a skills audit of the current board, we are now keen to recruit candidates with any of the following specific skills and professional backgrounds:

- Venue and Facility Management;
- Press and PR;
- HR;
- Fundraising; and
- Artistic Programming and Producing.
- Finance
- Community Involvement

Beacon Arts Centre recognises its responsibility to support equality, diversity and inclusion in the cultural sector and therefore welcome applications that strengthens the diversity of the board.

Trustee Job Description

Greenock Arts Guild is a company limited by guarantee with charitable status. It is responsible for the Beacon Arts Centre.

Personal Attributes of Board Members:

- an enthusiasm for the work of Beacon Arts Centre and a commitment to be well informed about our work
- a commitment to carry out the duties of a board member
- the ability to work as a member of a team, and a willingness to state personal convictions and, equally to accept a majority decision whatever one's personal view
- a preparedness to offer personal and business skills and experience to support the work of staff when required
- a willingness to act as a champion for the organisation
- the ability to treat sensitive information confidentially

Nolan Principles of Standards in Public Life

We want to ensure that we practice the governance values that we promote, and that all directors commit to the standards in public life as recommended by the Nolan Committee

Selflessness – holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or other benefits for themselves or their family or friends

Integrity – holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties

Objectivity – in carrying out public business including making public appointments, awarding contracts or recommending individuals for rewards and benefits, holders of public office should make choices on merit

Accountability – holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office

Openness – holders of public office should be as open as possible about all the decisions and actions they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands

Honesty - Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest

Leadership – Holders of public office should promote and support these principles by leadership and example

How to Apply

To apply please send an up to date CV and covering letter relating your skills and experience to the criteria outlined in this application pack. Please also explain why you are interested in joining our board of directors.

Please send your application to the Vice Chair, Isabel Lind via:

- **email** sp@beaconartscentre.co.uk; or
- **post** Beacon Arts Centre, Custom House Quay, Greenock, PA15 1HJ

Note that the deadline for applications is noon on **Monday 30th July**

We will review all applications and arrange informal interviews with shortlisted candidates for **week commencing 13th August**. We intend to complete the selection process and appoint new directors by the end of August 2018.