**Young Creatives Nottingham  
  
Chair of Trustees - Role Description**

The Chair of Young Creatives Nottingham is a passionate advocate of youth and creativity, particularly for the Nottingham Young Creative awards.

Essentially the Chair is an ambassador for the charity.

The Chair leads the board in an inclusive way to enable it to govern the charity effectively.

The Chair supports the board to work together well, and provides support to staff, volunteers and partners involved in the delivery of the charity’s work.

This is a voluntary position as are all the trustees of this charity.

**The Chair’s role**

* Provide strategic leadership to the charity and the Board.
* Oversight of Governance aligned to the Charity Governance Code
* Attend and chair trustees board meetings, (approximately 6 a year) and other appropriate meetings involving the board members.
* Oversees the organisation of the flagship Young Creative Awards.
* If required, and dependent upon resources available to the charity, take an active role in the organisation, management and delivery of the awards competition and celebratory events.
* Work in partnership with consultants, staff, volunteers and partners,
* Lead the board in ensuring that it fulfils its responsibilities for the governance of the organisation.
* Optimise the relationship between the board and YCN staff and volunteers.
* Plan and chair the board meetings and the AGM, with others as appropriate.
* Act as a spokesperson and figurehead for Young Creatives Nottingham.
* Positively maintain good relations with partners, operations group, sponsors and funders.
* To actively consider funding opportunities for the YCN
* When necessary to help support the YCN youth networks.

***What we are looking for***

**Essential.**

* Committed to the creativity of young people.
* Committed to providing opportunities for young people in creative and related activities.
* Experience of being a trustee.
* A good sense of strategic purpose.
* An inclusive leadership style: able to inspire and support everyone to participate on an equal footing.
* The ability to listen and engage effectively.
* Advocate - be able and willing to champion YCN’s work through personal and other channels.
* A strong personal commitment to equality, diversity and inclusion.
* Be responsive and available to the organisation. As a small charity, things sometimes ‘come up’ that require the Chair to advise, support or give consent to.
* In addition to the above, the Chair will have the responsibilities and qualities of all trustees:

**Responsibilities of all trustees. (**All of the trustees are volunteers).

* Take an active role in YCN’s activities, particularly the Young Creative Awards.
* Support and provide advice on YCN’s purpose, vision and activities.
* Approve operational strategies and policies and monitor and evaluate the charity’s activity.
* Oversee YCN’s financial plans and budgets and monitor and evaluate progress.
* Ensure the effective and efficient administration of the organisation.
* Ensure that key risks are being identified, monitored and controlled effectively.
* Review and approve YCN’s financial statements.
* Provide support and challenge to YCN’s staff, consultants, volunteers.
* Keep abreast of changes in YCN’s operating environment.
* Attend Board meetings (approximately 6 a year).
* Use independent judgment, acting legally and in good faith to promote and protect YCN’s interests, to the exclusion of their own personal and/or any third party interests.
* Contribute to the promotion of YCN’s objects, aims and reputation by applying.

## Essential qualities and attributes of all trustees.

* A belief in the value of youth creativity and creative education.
* Willingness and ability to understand and accept their responsibilities as trustees and to act in the best interests of the organisation.
* 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.
* Willingness to contribute time and skills as needed.
* A strong personal commitment to equity, diversity and inclusion.
* Enthusiasm for our vision and mission.
* Willingness to lead according to our values
* Commitment to Nolan’s seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership

*To register your interest in the role* please submit a single page cover letter describing your professional background and interest in the role. Applications will be fielded by the Chair of the Board of Trustees and you may be invited to an informal meeting with one or more trustees at the discretion of the charity. Please be aware that we are actively recruiting for this role across multiple channels.

Applications will close on the 18th September.   
Contact info@youngcreativeawards.com