



# **NEW INTERNATIONAL ENCOUNTER**

**CHAIR OF TRUSTEES  
RECRUITMENT PACK**



*“I truly believe in the transformational effect theatre can have especially with young people and this is at the forefront of NIE's work. The team at NIE have welcomed and supported me with open minds & hearts allowing me to find a voice on their Board.”*  
- Jay Zorenti-Nakhid, Board Member

# CONTENTS

WELCOME.....	3
WHAT WE ARE LOOKING FOR.....	4
ABOUT US.....	5
WHAT BEING CHAIR OF THE BOARD OF TRUSTEES INVOLVES.....	6
WHAT YOU GET FROM THE ROLE.....	7
HOW TO APPLY.....	8
CURRENT BOARD.....	9

## OUR COMMITMENT TO INCLUSION AND DIVERSITY

If there is anything we can do to make the recruitment process more accessible and inclusive for you, if you would like support in communicating your skills, experience or attitude, or if you would like to find out more about the role and the company, please contact Lisa Elmer for an informal chat on [lisa.elmer@nie-theatre.com](mailto:lisa.elmer@nie-theatre.com) / 01223 403343.



# WELCOME

*"Warm, family-friendly  
fairytale with a smart twist."*

*- The Stage on Snow White*



Thank you for your interest in joining the board of New International Encounter (NIE) as the Chair of Trustees.

We are an artist led company making magical and surprising performance work for and with young people. The board of Trustees has an integral role in supporting a small team to deliver amazing, targeted projects. We deliver locally in Cambridgeshire, nationally and internationally, making cultural activities available to young people who otherwise might not have the opportunity to participate in creative activity.

We aim to create inclusive and accessible stories that challenge the audience, create conversation and reflect on the world we share. We believe work is at its best when it is impacted upon by people from different backgrounds and life experiences.

It is therefore, important for us to have a diverse board that not only reflects the communities we work with and the stories we tell but can also challenge us and add a variety of knowledge, skills, experience, and background to the Company.

Our current Chair is reaching the end of their term and we are now seeking a new inspirational Chair of trustees with strong strategic skills and knowledge of governance. This experience does not need to come from the creative and cultural sector. We are keen to strengthen the voices of Asian, Black and Global Majority people, those who are disabled, and those from the LGBTQ+ community and/ or from lower socio-economic backgrounds, on our Board. If you identify this way, you can tell us this in your own words in the covering letter and monitoring form.

We value new perspectives, will support you through training, and would love to hear from you!

**Sara Garnham (Outgoing Chair) and Alex Byrne (Artistic Director/ CEO)**

# WHAT WE ARE LOOKING FOR



We're looking for a committed individual who believes in the power of creative activities and performance to support the lives of children and young people. You will be passionate about the role of NIE in making contemporary theatre to educate, inform and inspire its audience, and want to play a part in our next chapter of growth and development.

Our current Chair is reaching the end of their term. We are now seeking a new inspirational Chair of trustees with strong strategic skills and knowledge of governance to lead meetings of the trustee board and support the continual development of the organisation.

We are ideally looking for someone with a local connection to our UK base in Cambridgeshire and Fenland, **OR** who has a particular strength and experience in one of the following:

- o Education / working with young people
- o Organisation Leadership / Governance
- o Fundraising

The general attributes we're looking for include:

- o An ability to think creatively and strategically.
- o An ability to collaborate and work as part of a team.
- o Effective interpersonal skills, and motivation to act as an ambassador for NIE.
- o An active commitment to equity, diversity and inclusion.
- o An understanding and acceptance of the legal duties and responsibilities of being a Trustee.
- o A willingness to devote the necessary time and effort required.



*"Promoting children's natural play and narrative form in the way NIE does.. is a recognition of children's way of relating to and reflecting on the world"*

*- Periskop (Norwegian Press) on I Will Be Everything*

# ABOUT US



NIE is an award-winning artist led international company creating new theatre shows and participation projects with and for young people through a mix of physical theatre, live music and storytelling. We create spellbinding theatre and over 22 years have worked in 35 countries spanning 4 continents, from Cambridge to New York to Cape Town to Shanghai to Peterborough.

In the last 5 years we have reached over 68,000 families & schools audience with live shows & digital projects; engaged 630 young people in depth & directly employed 166 freelance artists.

Established in 2001, NIE is a registered charity in England. We are part of Arts Council England's National Portfolio of organisations and their regular funding amounts to around 40% of our annual income. The remainder is through grants from trusts and foundations for our creative learning work, partnership funding and touring fees.



Our vision is playful stories that connect us all.

We deliver this through our mission:

1. Shows: creating excellent high-quality performances and projects that bring joy and transformation especially to young people and their families
2. Creative Learning: inspiring young people (particularly those not normally engaging in creative activity) as co-creators through storytelling and place-making projects so culture transforms their lives
3. Talent Development: sharing our expertise & providing training in the sector to enhance the quality and diversity of work created for younger audiences and providing opportunities for England based artists to internationalise their work.

## FIND OUT MORE ABOUT US!



[Facebook](#)



[Instagram](#)



[www.nie-theatre.com](http://www.nie-theatre.com)

**“NIE consistently create well-executed, quality work for all audiences, performed with care & artistry”**

**- New Victory Theater, 42nd St. New York**

# WHAT BEING CHAIR OF THE BOARD OF TRUSTEES INVOLVES



Working alongside the Artistic and Executive Directors, you would lead the Board of Trustees, to set the overall direction and vision of NIE; approving budgets and supporting staff by talking through new ideas, and progress existing plans. The Board of Trustees has ultimate responsibility for the governance and strategic direction of the organisation to achieve its charitable objectives. As Chair of Trustees you would oversee this to ensure consent in the organisation's work to meet these aims.

As Chair of Trustees for NIE you would:

- o Ensure that NIE delivers its charitable purpose for public benefit by developing and agreeing a long-term strategy with the Executive team and Trustees to conduct its vision.
- o Ensure the effective and efficient governance of NIE - making sure we comply with our governing document, charity law and any other relevant legislation or regulations. This includes having appropriate policies and procedures in place, and reviewing those regularly.
- o Ensure the Trustees effectively challenge and monitor our delivery against key funder requirements (including Arts Council England).
- o Ensure we are managing the charity's resources responsibly, ensuring its effective and efficient administration as well as its financial stability.
- o Safeguarding the reputation and values of NIE.

## MORE INFORMATION

You can find out more about the role and responsibility of a charity trustee by reading these

- [The Essential trustee](#)
- [Becoming a Trustee](#)

A copy of our Annual accounts is available on the [charity commission website](#)

"Our children are living in a ward where life expectancy is 10 years less than what it is for those living in the rest of Cambridge. The project has been really powerful in showing them they are a valued part of the community."

Headteacher, Cambridge Primary School on Tales from the Edge of Town

# WHAT YOU GET FROM THE ROLE



## What you get from the role

- Induction and training programme
- The opportunity to help shape the future direction of an established and valued theatre company
- work with an enthusiastic, friendly and dedicated staff team
- be part of an active, loyal and engaged group of trustees
- A chance to make a difference
- expand your skillset

All meetings are conducted in an inclusive way, with options for online captioning and rest breaks. Specific adjustments for communication, such as interpretation or support to understand written documents, can be provided.

“I joined NIE as I am passionate about the development of young people having mentored my own and numerous others in both a work and charitable arena. I believe that giving young people opportunities for new experiences (with people from diverse backgrounds) is a fantastic platform for development and this is one of the key objectives of NIE. In addition, the commitment, professionalism and approachability of the NIE team was also a key factor in my decision to join this high performing team”

Seb Rana, Board member since 2019 and Chair of Finance and Risk Sub Committee

## Your commitment

- An initial term of 3 years, with possibility of a further 3 year term
- To chair 4 x 2 hour board meetings and 1 AGM each year - Board meetings are rotated between in person and online meetings
- Attendance at annual away day
- Participation in Board Sub Committees
- Attendance at NIE shows, where possible
- To advocate and champion NIE's work, values, ambition and strategic direction
- To provide specialist advice and expertise as required and appropriate
- Undertake annual appraisal of the CEO/Artistic Director
- Annual review with Trustees

In total, the Chair of Trustees usually commits the equivalent of 7-10 days per annum to their role.

The role is a voluntary one and is unpaid although reasonable travel expenses can be paid. The role is that of a Charity Trustee which carries legal obligations and fiduciary duties and requires compliance with Charity Law as well as fulfilling the statutory duties of being a non-executive director.

# HOW TO APPLY

Thank you again for your interest in joining the board of NIE as the Chair of Trustees. To make an application please send us the following by **Friday 12th January 2024**:

- 1) A covering letter (max 2 sides of A4) OR a short video of yourself (max 5 mins, via a URL link) answering the following questions in your own words:
  - why you're interested in becoming the Chair of Trustees for NIE
  - what you would bring to the role
- 2) Your CV or list of previous experience in an employed or voluntary capacity
- 3) A completed [Equal Opportunities Monitoring Form](#) (This Form will be kept separate to your application throughout the recruitment process.)

Note on video applications:

Please send videos or audio files as an unlisted Youtube video or from your chosen platform. Quality of filming has no impact on the application, please just use your smartphone camera or webcam.

**Applications should be sent via email to Lisa Elmer, Executive Director: [lisa.elmer@nie-theatre.com](mailto:lisa.elmer@nie-theatre.com) with the subject NIE Chair Recruitment**

Shortlisting process

Candidates will be scored by a panel of board and staff members on the strength of their responses to the questions above and any listed skills experience

*If you are from a background that is currently underrepresented in the cultural sector (for example if you are from a group that experiences racism, if you did not go to university or received free school meals as a child, or if you have a disability), please state this in your application and you will be guaranteed an interview.*

Successful candidates will be invited to a first interview with representatives of our board and Executive Director, with a second stage interview with our Artistic Director/CEO and member of our board/outgoing Chair. Interview questions will be sent in advance and we will notify you either way if you have been selected for interview or not.

Interview date

First stage interviews will be held online between 29th January and the 9th February. Selected candidates may then be invited to a second stage interview.

# CURRENT BOARD MEMBERS



## **Sara Garnham – Chair of Board of Trustees**

Working with a range of organisation supporting marginalised communities. Executive and non-executive experience over many years including as Chair of Wysing Arts & founding chair of Cambridge Live. Currently on the board for Cambridgeshire Community Foundation & local Governing body for Trumpington Federation of Schools. Experience in governance, education, arts, charity sector & strategy.

## **Gwen Hanauer**

Head of Individual Giving at the Almeida Theatre, and previously Philanthropy and Events Manager at Roundhouse. Chair of the Fundraising Sub Committee.

## **Deborah Hayman -Nkhoma**

Head of Services at Pecan (supporting people in the Peckham Community), previously Director of Development & Partnerships at Community Southwark supporting non-profit organisations. Experience in non-arts charity, fundraising & governance.

## **Brigita Petrova**

FCCA (Fellow of Association of Chartered Certified Accountants) and Lecturer in ACCA, CIMA and AAT. Board Champion for Environment.

## **Seb Rana – Chair of Finance & Risk Sub Committee**

Previously a Global Director at KPMG International and Member of the Institute of Chartered Accountant in England & Wales. Experience in strategy, risk & finance.

## **Rowena Russell**

Chief Operating Officer & Deputy Executive Director at The Old Vic. Experience in business planning & strategy, fundraising, operations & HR.

## **Jay Zorenti-Nakhid:**

Theatre Director and Facilitator with extensive experience of collaborating with young people & communities. Member of the More Than a Moment Working group dedicated to creating safe spaces for black creatives in the Midlands. Experience in artistic development & leadership, working with young people, diversity & inclusion.

## **David Gilbert**

Director and theatre maker. Current Recipient of the NIE Board Bursary.



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**WWW.NIE-THEATRE.COM  
UKOFFICE@NIE-THEATRE.COM**



Supported using public funding by

**ARTS COUNCIL  
ENGLAND**