



# **NEW INTERNATIONAL ENCOUNTER**

**TRUSTEE  
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, Former Bursary Recipient and Board Member*

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## 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). We have more than one vacancy and want to hear from you whether this would be your first trustee role, or you have a wealth of experience to share with us.

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. 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!

**Claire Hardy (Chair) and Alex Byrne (Artistic Director/ CEO)**

# WHAT WE ARE LOOKING FOR



We're looking for committed individuals who believe 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. Experience of working with a charity or as the trustee of cultural organisation before is not essential as training will be provided.

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

- o Education / working with young people
- o Equality, diversity & Inclusion
- o Arts/cultural organisation development

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 23 years have worked in 35 countries spanning 4 continents, from Cambridge to New York to Cape Town to Shanghai to Peterborough.

last year in 2023-24 we reached over 8600 families & schools audience with over 100 live shows; engaged 250 young people in a story writing project and worked with 65 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 A TRUSTEE INVOLVES



Working alongside the Artistic and Executive Directors, the Board of Trustees sets 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 a trustee of NIE you would:

- Make sure that NIE delivers its charitable purpose for public benefit by developing and agreeing a long- term strategy to conduct its vision.
- 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
- Monitor our delivery against key funder requirements (including Arts Council England).
- Managing the charity's resources responsibly, ensuring its effective and efficient administration as well as its financial stability.
- 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](#)

A copy of our Annual report for 2023/24 is available on the [NIE 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 an extension through a further 3 year term
- To attend 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
- Be a board champion for a specific area of the operation.
- 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
- Annual review with Trustees

In total, trustees usually commit the equivalent of 4 – 7 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. To make an application please send us the following by **Wednesday 8th January 2025**:

- 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 a Trustee of NIE
  - what you would bring to the role
- 2) Your CV or list of previous experience in an employed or voluntary capacity
- 3) A complete [Equality Monitoring survey](#) (This is anonymous and 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 Trustee 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.

Successful candidates will be invited to an interview with representatives of our board and Executive Director. Selected candidates may then be invited to a second stage interview. 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 the 13th and 31st January 2025.

# CURRENT BOARD MEMBERS



## **Claire Hardy**

### **Chair of Board of Trustees**

Currently Director of the Norris Museum in St Ives. Claire has previously worked within the education sector and for Vivacity Peterborough, where she was instrumental in setting up PHACE the Peterborough Cultural Education Partnership during her time working in the city.

## **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 and a member of the finance and risk sub committee.

## **Seb Rana**

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

Chair of Finance & Risk Sub Committee

## **Rowena Russell**

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



# **NEW INTERNATIONAL ENCOUNTER**

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



Supported using public funding by

**ARTS COUNCIL  
ENGLAND**