

# Trustee & Chair Recruitment Pack

## Welcome

Since opening in 2010, The Core at Corby Cube has been at the centre of the community, with our range of acclaimed performances and engaging creative projects reaching over 550,000 people.

The Core's work spans across our three versatile spaces within the Cube building and also spills out into our community through a programme of work in schools, youth clubs and across Corby town centre where we pop up with festivals and activities on the streets and in the local shops.

We are lucky to have a small but committed group of Trustees. We are now looking to add an even wider set of skills and professional and lived experience to this group as we look ahead to an exciting future. We are also seeking a replacement for our long-serving Chair, Gary Tait, who is retiring after seven years. Our new Chair will display many of the attributes and commitments listed on page 4, and supplement the skills and experiences of our existing Board of Trustees.

For both potential Trustees and Chair, we welcome applications from those whose backgrounds are currently under represented on both our board and in the arts more widely. Please see further information on page 7 about how to apply.

You can also come and find out more at a 'Welcome' evening on Wednesday 2 November at 6.30pm before staying to see a show in the evening. More details later on in the pack.

We look forward to hearing from you.



Joe Flavin  
Director



Jo Gordon  
Chief Executive

# About The Core

The Theatre is our 445-seat multi-purpose auditorium, which presents a diverse range of shows all year round with a mix of mainstream commercial touring shows alongside a huge programme of performances from local amateur groups and performing arts schools. An average of 35,000 audience members per year attend our presented programme.

Our newly refurbished 120-seat studio space, The Lab, prioritises our work for children and young people whilst also offering a cultivation space for new writers and directors to try out new ideas. We engage with over 15,000 people annually through our creative activities programme.

The Base, our workshop space, is a versatile space that can be used for show rehearsals, as a dressing room or as a meeting space for local business.

This success story is rooted in a theatre which has its home in a working town hall. Uniquely in the country, we share our space with a council chamber, a library, a one-stop shop, the registrar and the Citizens' Advice Bureau.

Through the doors of our building comes all of civic and community life, and the theatre is firmly placed at the very heart of it.

We are supported by over 100 local volunteers every year, who allow us to continue the work that we do.

We embrace the need to empower more young people and diversify our workforce, board and audiences.

## Our vision

We fully embrace the opportunity to be the pride of the local community, to be a civic theatre that encourages participation in the arts in the most engaging, entertaining and relevant way.

## In the last 10 years...

We reached 550,000 people through all of our activity

We employed over 400 staff and were supported by over 100 volunteers

Our local economic impact was £30.2m

We supported over 4,000 local artists

We hosted over 250 shows from community groups

"There are few better examples of the belief that the arts can help to regenerate urban centres than the opening of The Core at Corby Cube, a multi-use cultural centre in the Northamptonshire town of Corby"  
Financial Times

"There is so much sound thinking behind The Core in architectural, theatrical and social terms. Just ask anyone who lives in Corby"  
The Stage

# The Role: Chair

## Who Are We Looking For?

We are looking to recruit a Chair with proven strategic knowledge of either the arts sector, the charity sector, or of working with children and young people in a professional setting, to provide guidance and support to The Core at Corby Cube team.

We are looking for an individual who can demonstrate a strong visible passion and commitment to the arts.

## What Difference Could You Make?

The Chair of Trustees is a vital role for The Core, key to helping shape the organisation's direction and vision.

The Chair will be accountable for upholding the Charity's mission and vision, providing inclusive leadership to the Board of Trustees, ensuring that each trustee fulfils their duties and responsibilities enabling effective governance.

The Chair will also support and champion, challenge and scrutinise the Chief Executive and Director ensuring all agreed objectives are achieved.

## Personal Attributes:

- Confident in an ambassadorial role to champion the work of the Trust, helping to raise our profile at all levels
- Ability to foster and promote a collaborative team environment
- Demonstrate tact and diplomacy, with the ability to listen and engage effectively
- Regional contacts and network capabilities that can be utilised for the benefit of The Core
- A strong commitment to equality, diversity and inclusion to support our strategic ambition as an arts organisation to create opportunities and reduce barriers for everyone, and particularly under-represented groups
- Understanding of the financial environment
- Experience of operating at a senior strategic leadership level within an organisation
- Successful track record of achievement through your own career or experiences
- Keen to actively support the team in fundraising efforts, proudly searching and advocating for philanthropic and commercial support of Corby Cube Theatre Trust (CCTT) to existing and prospective funders
- Experience of charity governance and working with, or as part of a Board of Trustees
- Committed to giving the time to prepare for and lead Board Meetings

## A Testimonial From The Current Chair, Gary Tait

*"It's been a pleasure and an honour to serve The Core as a Trustee and in my capacity as Chairman. As part of my close links with the local community I have seen this amazing organisation play an important role in inspiring, engaging and entertaining people from the local towns and communities.*

*For any future Chair, a passion in helping create a vision and deliver a programme of high-quality creativity and culture that best reflects the passions of and serves all our local communities is essential and very rewarding. The Arts needs to be championed as it creates real value in the lives of the audience bringing together families, communities and breaking down barriers for certain groups of people who can often be excluded or find it difficult to access other parts of society.*

*There are also excellent benefits in nurturing and supporting new and existing talent in this very special sector of our lives to ensure accessibility for future generations. This role is genuinely rewarding for anyone with a passion for the Arts, for people and serving the local community."*

# The Role: Trustee

## Who Are We Looking For?

We are seeking people from all walks of life to bring their experience and skills to our Board of Trustees. As a Trustee, you will become a valued member of the Trust and positively influence how we shape its future. The Core aims to have a Board which represents our widest community, is culturally diverse, balanced in gender and reflects a range of ages and socio-economic backgrounds.

## Purpose of the Role

In general Trustees who join our Board are responsible for:

- Supporting and contributing actively to the strategic direction of the Trust and ensuring its financial viability
- Acting as Ambassadors for our work, to potential funders, audiences, the business community, ethnically diverse, disabled and LGBTQ+ communities
- Ensuring compliance with charity law, company law and any other relevant legislation or regulations
- Supporting the senior management team in assessing financial risk and maintaining financial viability

For more detailed information on Trustee duties please see the Charity Commission guidance

## Person Specification

We are seeking individuals who have different skills and experience, but in particular meet at least three of the following criteria:

- Passionate and knowledgeable about the arts
- Strong connections in/knowledge of communities in Corby
- Lived experience of disability or ethnically diverse communities
- An understanding of and commitment to The Core at Corby Cube and its role in the development of the arts in Corby and beyond
- Experience of working within charity or education environments
- Experience of working in an operational environment
- Experience of working in a human resources environment
- Experience of working in a finance environment
- Fundraising expertise
- An ability to contribute to strategic decisions on operational matters
- Proven ability to network, establish and maintain new and existing relationships
- A commitment to the principles of Equality and Diversity
- The ability and commitment to allocate sufficient time to the role

To apply, please see the full information on page 6.

# General Information

We particularly welcome applications from those whose backgrounds are currently under-represented on both our Board and in the Arts more widely. We want to encourage socio-economic diversity on the Board, as well as representation from Black, Asian, or other culturally diverse groups and/or people who identify as D/deaf and disabled.

## Time Commitment

There are six Board Meetings per year, lasting about two hours and an annual Board Away Day to plan and discuss strategy, but some work may have to be conducted at weekends and in normal working hours.

The Board Meetings usually start at 5pm. In addition the Chair is expected to attend The Core at Corby Cube shows and events. The Chair will need to allocate additional time to study the associated papers. In addition, there are a small number of emerging sub-committees, and the Chair will be encouraged to have oversight of those committees.

## Location of Meetings

The Board Meetings take place at The Core though attendance via Zoom on occasion is likely to be acceptable. Away Days will be in Northamptonshire.

## Term of Appointment

All Trustees, including the Chair, are elected for an initial term of 3 years.

## Remuneration

The Chair and Trustees will give their services on an honorary basis and receive no remuneration, apart for exceptional travel and other expenses reasonably incurred in the performance of their duties.

## Eligibility

A person cannot be a Trustee/Chair if under 18 years of age or disqualified under section 72 of the Charities Act 1993 because of bankruptcy, conviction for an offence of dishonesty or deception or anyone who is under a disqualification order under the Company Directors Disqualification Act 1996.

## Induction and Training

An induction programme will be offered to the new Chair and Trustees and relevant training provided during the term of your appointment.

## Privacy Notice

The Core at Corby Cube will collect and maintain some personal information about you throughout the recruitment and selection process. The organisation is committed to being transparent about how it collects and uses that data and to meeting its data protection obligations. The full applicant privacy policy is on our website alongside the application pack.

# How To Apply

To apply, please send a covering letter and CV, or two page summary of your skills and experience, highlighting your suitability for the role. Please indicate whether you are applying for a position as Trustee or would like to be considered as our new Chair. Alternatively, those interested in applying can submit a short (maximum three minutes) video or audio statement. An audio version of this pack is available to download on the website. Please contact Alexandra Robinson at [alexandra.robinson@thecorecorby.com](mailto:alexandra.robinson@thecorecorby.com) or call **01604 655712**.

Candidates needing any assistance to complete their application should also contact Alexandra Robinson. If there is anything about this recruitment process or the way we have promoted this opportunity that has created any barriers to you applying, please let us know.

## Closing Date

Please note that the closing date for applications is Monday 7 November. If you are interested in applying for the role of Chair, we would recommend you arrange a pre-application conversation with either Gary Tait (current Chair) or Jo Gordon (CEO Northamptonshire Arts Management Trust). To do this please also contact Alexandra Robinson.

## Come And Find Out More

We would like to invite interested parties along to The Core for a drink and an informal chat about the theatre on Wednesday 2 November at 6.30pm before attending a show that evening. Please express your interest in joining this event via email to [alexandra.robinson@thecorecorby.com](mailto:alexandra.robinson@thecorecorby.com).

**The Core at Corby Cube**  
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**[www.thecorecorby.com](http://www.thecorecorby.com)**

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