



b-side Chair of the Board Recruitment Pack

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The Portland Parade, b-side festival 2021. Photo by Pete Millson.

Summary

b-side is inviting applications for the post of Chair of the Board; a non-executive role working with a loyal and hardworking creative team of board members and staff in a stunning part of the UK, the gorgeous Isle of Portland in Dorset.

After 6 successful years as b-side's dedicated Chair of the Board, John Tizard is stepping down. John has led a brilliant and diverse team of non-executive directors, most recently in the successful recruitment of Director Rocca Holly-Nambi and in the revitalisation of b-side's governance structure, enabling us to remain true to our cooperative and collaborative values and vision.

Our next Chair of the Board will continue to support the development of b-side's outward looking creative programme and artist commissioning process; celebrating the local, international and everywhere in between.

The new Chair of b-side will be joining at a pivotal moment as we head towards our next Arts Council National Portfolio Application in 2022 and at the same time will take a lead role in supporting us to find creative strategies to diversify our income and networks.

The new Chair will be someone for whom inclusivity, internationalisation, and sensitivity to our host community on the Isle of Portland are paramount. They should share our genuine love of site responsive art

making, championing b-side to create projects that explore, celebrate and challenge everyone's relationship to place; socially, historically and environmentally.

We are looking for someone who will lead a team of board members to continue to build a financially and environmentally sustainable arts organisation ensuring good governance and financial management alongside upholding our creative vision and mission.

Finally, we love talking, debating, and collaborating and we need a chair who will enjoy this with us whilst ensuring we make space for diverse voices from all walks of life.

About the b-side board

b-side is run as a cooperative within a Community Interest Company structure. The Board are accountable to members of the Cooperative and are accountable for the organisation legally as Community Interest Company directors.

Members of the cooperative currently consist of voluntary non-executive board members and paid executive team members. Board members bring expertise, oversight, and accountability to the organisation and team members undertake operational, strategic, and creative development and delivery.

Our cooperative model has the potential to expand membership to further stakeholders, for example, the b-side Friends group and/or further community members. This model benefits from the opportunity to establish collaborative interest groups, to engage member's skills and enable b-side to be the very best it can be - ensuring financial transparency, community engagement, environmental sustainability, creative risk taking, and best practice in ensuring equality and diversity at all levels of the organisation.

The Board meets quarterly on Zoom with papers and reports issued five business days in advance. b-side encourages all Board members to visit Portland and take part in b-side activity when possible. Expenses will be covered, as well as costs of access, personal support and caring expenses where needed.

To find out more about the b-side board and team, follow this link:

<https://b-side.org.uk/team>

Chair of the Board Roles and Responsibilities

Accountability:

- Accountable to the Board and the Cooperative Members.
- Appraised through a peer-to-peer process.
- The Chair role is a non-executive position.

Tenure:

- Three years with the ability to be reappointed for a further two years, with Agreement by the cooperative.

Core role:

- Act as a vibrant and visible ambassador for b-side, championing our vision, mission, and values.
- Ensure that b-side complies with all legal requirements as a CIC and upholds the highest levels of governance and professional standards
- Support the Board and cooperative in sharing and using their experience / expertise to enable the strategic development of b-side.
- Assist b-side to diversify its networks and income streams.
- Performance manage the Director on behalf of the Board.
- In partnership with the Director, optimise the relationships between the Board, the Team and Members.

Key Responsibilities:

- To Chair the Board meetings and facilitate clear and creative conversations between members, maintaining and building relationships.
- Model an inclusive culture where equality and diversity is valued and embedded within b-side.
- Ensure that the Board functions effectively in carrying out its duties and approves strategy, operational and budget plans, encouraging full participation by members.
- Ensure Board decisions and outcomes are clearly agreed, recorded, and acted upon.

- In partnership with the Director, agree the Board meeting agendas.
- Attend Team meetings at least twice a year or as requested by the Team and/or Director.
- Work with the team to organise an Annual General Meeting (AGM) on behalf of the cooperative. AGMs can take place more than once a year.
- Be a 'critical friend' for the Director.
- Regularly attend b-side events and encourage fellow non-executive directors to do likewise.
- Report to the Board on any activities undertaken and decisions taken between meetings.

About b-side CIC

Founded in 2008, b-side became an Arts Council England National Portfolio organisation in 2012. We have recently strengthened our operations and would now like to both deepen our community engagement on the island and grow awareness of b-side across the UK.

Our Goals

1. Commission Art
2. People Participate and Collaborate
3. Support Creative Careers
4. Promote Portland
5. Develop Digital Platforms
6. Embed Diversity
7. Secure a Sustainable Future

Our Vision

b-side is a nationally recognized and locally loved organization, known for catalysing unique, innovative, and pioneering projects that creatively connect and engage people and place. The Isle of Portland is a thriving place for people to create art and enjoy culture. The stories, histories and mysteries of the Isle of Portland are circulated world-wide.

Our Mission

b-side generates opportunities for artists and communities - from across the island, and across the world - to create site-specific and site-responsive artworks in conversation with the Isle of Portland. Through these processes, we explore what we have in common, beyond the boundaries of the island. b-side invites individuals and communities to create and experience culture. People personally benefit from culture through its connections to positive health and well-being, environmental awareness, and socio-economic empowerment.

Our Values

- *Place:* Our home is an island steeped in history, industry, and folklore. We invite residents and visitors to uncover Portland's past, explore its present and imagine what it might become. Through culture, Portland innovates out and into the world.
- *Play:* We encourage artists and communities to be playful, curious and to experiment. We give opportunities to take creative risks.

- *Diversity:* We embrace wide ranging heritages, ideas, and influences. This diversity enriches our programme, workforce, and community. We strive to never settle; to be ever changing, and ever open.
- *Dynamism:* We spark dynamic artistic processes, ideas, and collaborations. We encourage new energy and ideas in artistic and organisational practices.

“Inclusion is at the heart of b-side. The magic of outdoor art is that it takes over our public spaces and transforms the familiar into something new. b-side is on a journey to consider access at the inception of each event, to discover the creative potential of accessible practice, and find new ways to reach, work with, and offer opportunities to everyone.”

- Alex Covell, Access Auditor 2021

How to apply

To apply, please send the following to sally@b-side.org.uk:

- An up-to-date Curriculum Vitae (CV)
- A covering letter (up to 500 words) or video / audio (up to 5 minutes in length) outlining your suitability for the post and what skills and experience you could bring to b-side
- An outline of any access requirements you have that would help us make the interview process more accessible for you

- b-side is an equal opportunities employer, who is actively seeking to employ people currently under-represented in the creative and cultural sector. This includes young people, ethnic minorities, and Disabled people. To monitor who is applying for our positions and to evaluate who we are not reaching we would really appreciate it if you would fill in our equal opportunities monitoring form here: <https://forms.gle/uj3gWc78hHVLbzAc9>. It should take around 3 minutes to complete, it is anonymous and will not be linked to your application

Information provided by you as part of your application will be used in the recruitment process only. Data will be held securely with access restricted to those involved in the process. Once this process is complete, data relating to unsuccessful applicants will be stored for a maximum of 12 months and then destroyed.

Application timeline

Deadline for applications:	Friday 10 th December 2021, 5pm
Shortlisted applicants notified by:	Friday 17 th December 2021, 5pm
Online interviews:	Thursday 6 th / Friday 7 th January 2022
Successful applicant notified by:	Friday 14 th January 2022
Introduction to b-side (on Portland):	Week beginning 17 th / 24 th January 2022 (depending on availability)

About the interview process

We will shortlist applicants based on their suitability to the job description. Shortlisted applicants will be invited to an online Zoom interview with members of the b-side board and team.

Interviews will be 30 - 45 minutes long and will take place on Zoom. We will have auto-generated closed captions enabled during the call. You are welcome to bring a support worker to the interview.

Before the interview begins, you will be met with a member of the b-side team. This will be a one-to-one check-in to welcome you to the Zoom call, outline briefly what's going to happen next and check that you're comfortable using Zoom and that the technology is working as it should be.

Further information will be made available to you if you are shortlisted for interview.

Access

Please do let us know if you need any of the information in another format. Additionally, please do contact us if there is anything we can do to make the application and interview process more accessible to you.

Contact molly@b-side.org.uk if you need any further support.

Further information

If you have further questions and would like to arrange a short phone call to clarify anything about this post, please email: Rocca Holly-Nambi, Director: rocca@b-side.org.uk

We encourage you to look at our website and social media pages for further information and videos / images from our 2021 festival.

[Click here](#) to go to b-side's Website

[Click here](#) to go to b-side's Facebook page

[Click here](#) to go to b-side's Twitter

[Click here](#) to go to b-side's Instagram profile

[Click here](#) for the b-side YouTube channel

[Click here](#) for the b-side Flickr account (images of 2021 festival)