



TRUSTEE

APPLICATION PACK

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A WARM WELCOME



Cardboard Citizens creates work with and for people who experience homelessness, inequity, or poverty. We provide theatre/art/training that explores, interrogates, and challenges the injustices that are most alive in our world.

We believe that theatre and art can transform, that it can challenge the individual to grow and ignite a fire in the belly of wider society to change. We create spaces where communities come together to heal, connect, find joy and create new possibilities together.

We are looking for new Trustees.

This is a very special time to join us at Cardboard Citizens, as we embark on a new chapter of adventures with our new Artistic Director & Joint CEO, Chris Sonnex.

We are looking for Trustees who can bring fresh perspectives and insight through their lived and professional experiences. We want our Board to be a group of people who reflect and represent the nature of our work, our community of people with experience of homelessness, poverty or inequity, and our audiences. Our Trustees are vital to us, helping us to be clear about the how and why we do things, and offering insights that help us to ask and answer questions.

**You may have been on lots of Boards before or this might be your first time.
Either way, we want to hear from you.**

Cardboard Citizens is a registered charity and company limited by guarantee. We are overseen by a non-executive Board of eight Trustees. The current Trustees have a range of backgrounds and lived experience – theatre directing, arts leadership, producing, homelessness, local government, governance, human resources, finance and fundraising. Members' representatives attend Board meetings as observers.

Find out more: <https://cardboardcitizens.org.uk/who-we-are/our-people/our-trustees/>

Bringing creativity or beauty into unexpected environments is really what Cardboard Citizens does every day.
Kate Winslet CBE, Cardboard Citizens' Ambassador

ABOUT CARDBOARD CITIZENS

The company started in 1991, working with people sleeping rough from the original Cardboard City which had sprung up in what was then called the Bullring in Waterloo (now the site of the IMAX cinema). From this rough and authentic beginning, Cardboard Citizens has pioneered the use of participatory arts and theatre with homeless people.

Adrian Jackson MBE, who founded the company, stood down from his role as Artistic Director and joint CEO at the end of July 2021. Under his artistic direction Cardboard Citizens has blazed a trail in the field of arts for social justice, with an indefatigable commitment to bringing people on the margins of society to the centre of all the company's work to build better public awareness and understanding about homelessness and to inspire positive change.

Chris Sonnex was appointed as the new Artistic Director and Joint Chief Executive in September 2021. Chris has consistently worked to elevate underrepresented voices in theatre, latterly as Artistic Director of the Bunker Theatre. Chris was recruited specifically to lead the new chapter of Cardboard Citizens: championing partnership working, developing talent, and seeking to increase representation across the theatre sector.

The Senior Management Team (SMT) is led by Joint Chief Executives, Chris Sonnex (Artistic Director) and Lisa Briscoe (Executive Director). Lisa continues in her role, forming a new partnership with Chris, with the aim of driving ambition and providing a strong infrastructure, drawing on her experience of leading the organisation through progressive forms of evolution.

We have now entered a new chapter in our history under Chris' leadership, and we have an exciting new programme of work, characterised by the following:

- Community cohesion, improved wellbeing, and more opportunities for people we work with
- Widening access to, and interest in, the arts for people experiencing homelessness, poverty, and inequity
- An injection of new, high quality talent to inspire creative output
- Elevating our work to widen attitudinal and tangible change
- Stepping into mainstream consciousness
- Training and developing Members
- Developing a new generation of theatre professionals, artists & activists.



To see our range of work, please go to our website - cardboardcitizens.org.uk

WHAT DO WE LOOK FOR IN OUR TRUSTEES?

Whilst we'd like to hear from applicants from a range of backgrounds and experiences, we are particularly keen to hear from those with skills in any of the following areas:

- Digital, New Media
- Communications / public relations
- Environment & Sustainability
- Equity, Diversity & Inclusion
- Human Resources
- Legal



The general attributes we're looking for in potential Trustees include:

- Good judgement.
- An ability to think creatively and strategically.
- An ability to collaborate and work as part of a team.
- Effective interpersonal skills.
- An active commitment to equity, diversity, and inclusion.
- An ability to command trust and respect.
- An understanding and acceptance of a Trustee's legal duties and responsibilities.
- A willingness to devote the necessary time and effort required.

What we ask of you:

- To serve an initial term of 4 years, with the possibility of re-appointment until 8 consecutive years' service has been reached.
- To attend 4 x 2-hour Board Meetings a year, committee meetings as required as well as an annual Away Day.
- To attend events, opening nights and other engagements, to gain a full experience of the breadth of Cardboard Citizens work.
- To sit on one of the Board's Committees.
- To provide specialist advice and expertise as required and appropriate.
- To advocate and champion Cardboard Citizens' work, values, ambition, and strategic direction.

In total, Trustees usually commit the equivalent of 6-7 days per annum to their role.

What you can expect from us:

- The opportunity to help shape the future direction of a dynamic theatre company driving social change, and be part of an active, loyal, and engaged group of Trustees.
- Flexibility when it comes to attending meetings either in person or remotely via video call.
- A full Trustee induction with current Trustees and permanent staff.
- Regular training and development opportunities.
- An offer of an annual 1-2-1 with the Chair.

Please note that Trustee roles are voluntary and therefore unpaid, however reasonable out of pocket expenses can be covered.

QUESTIONS?

If you would like to know more about the company and/or any aspects of the Trustee role you are welcome to contact us for an informal chat. To arrange, just email Jessica Hutchinson (Executive Assistant) at jess@cardboardcitizens.org.uk

HOW TO APPLY

Please don't hesitate to get in touch if you're not sure because of, for example, your working hours, employment status, caring responsibilities, level of experience, socio-economic or cultural background or access needs. We would still love to hear from you so we can talk about any concerns.

We actively encourage people from a variety of backgrounds with different experiences, skills, and stories to join us and influence and develop our working practice. By taking positive action around diversity (as permitted in the Equality Act 2010), we will guarantee conversations with our Chair to candidates who self-identify with any of the following groups that we have identified as underrepresented in our workforce and the wider cultural sector:

- People of African or Caribbean, South Asian, East and Southeast Asian, or mixed heritage, or part of the Global Majority*
- Candidates with lived experience of homelessness
- Deaf and/or disabled candidates
- Neurodivergent candidates
- LGBTQIA+ candidates

*This includes but is not exclusive to people of Middle Eastern, Arab, Latinx, Jewish, Romany and Irish Traveller heritage.

You can apply with your CV and a cover letter in writing, or by sending us a short video or audio.
Deadline: Friday 18th November 2022, 10am

What to send

- Either:
 - Letter (no more than 2 sides of A4)
 - OR
 - Video (no more than 5 minutes) OR
 - Audio (no more than 5 minutes)
 - telling us why you are interested in becoming a Trustee of Cardboard Citizens and the specific skills/experience that you may have.
- An up-to-date CV
- Contact details for one referee who knows you professionally
- A completed Equal Opportunities Monitoring Form linked to from the vacancy page on our website. The information on the monitoring forms is anonymous and is collated by staff members unconnected with the recruitment selection.

Please send all materials to Jessica Hutchinson (Executive Assistant) at jess@cardboardcitizens.org.uk

WHAT HAPPENS NEXT?

If you're selected to meet with the team, we will get in touch to arrange a conversation with the Chair, the JCEOs, and the Trustee selection group.

This conversation will last around 30 minutes, it will be informal and a chance for us to meet and find out more about each other. We hope to meet in person but are happy to arrange a chat via whatever platform suits you best (e.g., Zoom).

We will let you know if we are inviting you to join the next Board meeting as an Observer, after which we can make a decision on recommending your appointment together. If the decision is to move forward, the Chair will make a recommendation to the Board and a vote will be taken by Trustees to welcome you onto the Board.

After this point there will then be a series of induction sessions with Board members, the Executive and team members to familiarise you with the company, its work and its governance. We will also discuss with you any training needs if you have not served on a Board before.



Photos in this pack show
Cardboard Citizens Members,
workshop participants and performers.



Supported using public funding by
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