**Overview:**

The Met is an innovative and rapidly growing organisation situated in the 2020 Greater Manchester Town of Culture, Bury. We are unique in the breadth of work we present and our ability to nurture artists and develop audiences. We present a mix of live music, theatre and comedy alongside a variety of hires hires in our beautiful Grade II £4.6million refurbished building. We run community workshops, a recording studio and a creative business hub. Our restaurant, Automatic, welcomes in excess of 100,000 visitors per year.

Our work outside the building helps us to challenge and develop audience and artists. Since 2011 we have regularly presented a 3-day 5,000 capacity outdoor music festival and frequently collaborate on other specialist events and festivals at multiple sites in the town, as well as our own Beer Festival each November.

**Our mission is to:**

* Promote a distinctive and varied programme of high quality events with local, regional and national appeal;
* Widen access to the performing arts by developing a programme which recognises the diversity of the communities we serve;
* Support the creative activities of individual artists and groups;
* Support initiatives to promote the arts in Bury and the Region;
* Work in partnership with relevant agencies towards the achievement of a shared strategic vision, promoting the arts and Bury;
* Build towards a national profile for our developmental approach to our audiences, art forms and programme.

We are seeking a trustee to join our board of directors as **Treasurer**. We are passionate about the power of art to transform communities and society and our focus is to develop artists to ensure their success. We are seeking a trustee who will share our passion and commitment and have the knowledge and experience to support the organisation and its Executive.

The Met is a registered charity and a company limited by guarantee governed by its charitable objects and Memorandum and Articles of Association. The Met has a turnover of circa £1million and a staff of 12 full time and 5 casual staff. We work with over 100 volunteers every year through our festivals and events work.

Members of the Board are Directors in company law and Trustees in charity law, with certain legal, financial, and fiduciary duties. The Board is also responsible for conditions placed on grants from public and private funds.

**Benefits of joining The Met’s Board include:**

* Helping to make Bury a great place to live
* Help to drive the strategic vision of The Met
* Developing a better understanding and deeper relationship with sector
* Shaping a rapidly developing organisation and realise the potential of its regional role
* Extending networks of contacts

**Attributes of a Treasurer**

* + A commitment to the work of The Met
  + A clear passion for our work, and alignment with our values and mission
  + Understanding of the legal duties, responsibilities and liabilities of trusteeship
  + Strategic vision
  + Strong financial background in any sector
  + Good independent judgment
  + Possesses tact, diplomacy and powers of persuasion.
  + Experience of business planning and financial management.
  + An ability to think creatively.
  + Ability to work as a member of a team and willingness to state personal convictions and, equally, to accept a majority decision and be tolerant of other views
  + An established reputation or profile with a willingness to use their contacts to advance the Company's mission
  + A preparedness to offer personal and professional skills and experience to support the work of the staff when required.
  + Commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.
  + Board members are also required to act with integrity and in the best interests of the Company, avoiding personal conflicts of interest, or misuse of the Company's funds or assets

**Eligibility**

Some people are disqualified by law from acting as a trustee including anyone who:

* + Has an unspent conviction for an offence involving deception or dishonesty
  + Is an undischarged bankrupt
  + Has been removed from trusteeship of a charity by the Courts of the Charity Commission for misconduct or mismanagement
  + Has been disqualified from being a company director under the Company Directors Disqualification Act 1986.

**Terms of Appointment**

* + The appointment will be made initially for three years and board members are eligible for two consecutive terms of three years before retirement.
  + No remuneration will be made, but travel and out-of-pocket expenses can be reimbursed where required.
  + Attendance and Availability
    - Board meetings (currently quarterly) ‘emergency’ meetings and Annual General Meetings (which coincide with Board meetings). Board meetings are held in Bury at The Met, usually on a Thursday at 6.30pm.
    - Annual away days which may be held at the weekend.
    - Sub-committee meetings if a member.
  + To provide advice and support to senior staff as appropriate
  + To keep up to date with both funding and artistic issues for the Company
  + All board members are required to become a regular donor of The Met.

**Expressions of Interest**

Expressions of interest should be made by emailed letter, highlighting what skills and attributes you can bring to the role. You should demonstrate your experience in any similar role, as well as your reasons for wishing to become a Board member of The Met. Please include a CV. Please complete and return the Equal Opportunities Monitoring Form with this pack.

Please contact us on 0161 761 7107 if you require this information in an alternative format.

For an informal discussion about the role, please contact our Chief Executive on 0161 761 7107 [victoria.robinson@themet.org.uk](mailto:victoria.robinson@themet.org.uk) or to be put in contact with our Chair, Helen Clayton.

To apply please send an expression of interest along with a CV or Linked In profile to [victoria.robinson@themet.org.uk](mailto:victoria.robinson@themet.org.uk) with “Board Recruitment” in the subject box.

Deadline for expressions of interest: Sunday 1 March 2020.

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| EQUAL OPPORTUNITIES |
| In order to monitor the effectiveness of our Equal Opportunities Policy, all applicants are requested to complete this form. All information will be treated confidentially and will be separated from your application on receipt. Information provided will not inform the selection process. |

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| ETHNIC ORIGIN |

*Choose ONE section from 1-5, then tick the appropriate box to indicate your cultural background.*

**1. White**

1.1 British

1.2 Irish

1.3 Other White background

1. **Asian or Asian British**

2.1 Indian

2.2 Pakistani

2.3 Bangladeshi

2.4 Other Asian background

1. **Black or Black British**

3.1 Black Caribbean

3.2 Black African

3.3 Black British

3.4 Other Black background

**4. Mixed**

4.1 White and Black Caribbean

4.2 White and Black African

4.3 White & Asian

4.4 Any other mixed background

**5. Chinese or Other Ethnic Group**

5.1 Chinese

5.2 Other Ethnic Group

|  |
| --- |
| DISABILITY STATUS |

Do you consider yourself to be disabled? Yes  No

|  |
| --- |
| GENDER IDENTITY |

Woman (including trans woman)  Man (including trans man)  Non-binary

In another way (Please state)

|  |
| --- |
| IS YOUR GENDER IDENTITY THE SAME AS THE GENDER YOU WERE GIVEN AT BIRTH? |

Yes  No

|  |
| --- |
| WHICH OF THE FOLLOWING OPTIONS BEST DESCRIBES YOUR SEXUAL ORIENTATION? |

Heterosexual/ Straight  Gay  Gay Woman/ Lesbian  Bisexual

Other Sexual Orientation not listed (please state)

|  |
| --- |
| AGE |

16-19  20-29  30-39  40-49  50-59  60+

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| --- |
| HOW DID YOU HEAR ABOUT THIS VACANCY? |
|  |

Thank you for taking the time to complete this questionnaire*.*