

WHEELWORKS

Board Member Recruitment Information
Pack – April 2024



Contents

Foreword from Mairead Duffy, Chair, WheelWorks Arts	3
Role specification and key responsibilities	4
Our Vision.....	6
Our Mission	6
What we stand for	6
Period of appointment.....	8
Time commitment.....	9
Induction	9
Potential conflicts of interest.....	9
Equality and diversity.....	9
Timescale.....	9
To apply/send your expression of interest	10
Essential dates and next steps... ..	10

Foreword from Mairead Duffy, Chair, WheelWorks Arts

Dear Applicant,

Thank you for expressing your interest in joining as a board member in our organisation.

I have only been chair for 2 years and feel privileged to have led such an incredible organisation. To progress our charitable and strategic mission we are looking to recruiting three new board members. Along with us they will continue to help children and young people harness the arts and digital technology for learning and change and give young people a voice who may not otherwise have access to high quality artistic activity, supporting their creative and personal development.

Contained within this information pack is an overview of WheelWorks Arts and details of the key roles and responsibilities of our new members.

You will be joining a board and organisation that are passionate about what we do, professional in our outlook and keen to benefit from your skills, experience and networks.

We give an important service to Northern Ireland by offering young people accessible programmes in their community, providing a creative fusion of traditional and digital art forms, harnessing the arts for learning and change and providing young people a voice to be open and creative. In every project we plan or organise emphasis is placed on Creativity, Inclusion and Innovation.

For the past 28 years we have been creative partners with the young people and their communities across NI fulfilling our mission: *to offer young people and their communities a creative and inclusive spaces to empower and inspire their self-expression and skills, therefore nurturing inter and cross community connections and collaborations.*

You'll find details below details of role specification, along with some more information about us, and details of how to apply. I hope it gives you the information you need, and that you will be interested to talk to us more about your own interests and the role.

Yours sincerely

Mairead Duffy
Chair, WheelWorks Arts

Role specification and key responsibilities

We are currently seeking expressions of interest from individuals who share our values, passion and commitment to join the board of directors and support us in our work with marginalised young people across NI. The positions are honorary. Our board members play a vital role in meeting the charitable mission of the organisation including strategic, governance and leadership.

We are keen to recruit a new board member who have expertise and experience in one or more of the following areas:

- 1. Youth Sector**
- 2. Personnel Development Sector**
- 3. Equality, Diversity and Inclusion (EDI) sector**
- 4. Marketing and Communications Sector**
- 5. Legal Sector**
- 6. Sustainability and Environment Sector**

We are looking to invite three experienced individuals from the above areas to help us to expand our strategic and operations mission in developing our workforce, new artistic offers and to maintain safeguarding and policy development matters.

We welcome the growing interest amongst public and private sector to work more with the voluntary/third sector. We feel that our trusteeships can be a fantastic way for individuals to enhance their skills set, show us new ways of working and thinking too.

The benefits of our trusteeship are to offer the individual, to get an excellent strategic perspective of the sector, an opportunity to learn about different expertise across our organisation and how these expertise support and make a difference locally in the lives of many marginalised young people and their communities across NI.

Key responsibilities of the board members

- Acting as an ambassador to promote the voices of young people and champion inclusivity and the needs of the young people and their communities.
- Acting as a spokesperson for the organisation where appropriate.
- Lead the Board in fostering relations with potential clients and potential funders/donors.
- Consult with chief executive on matters of strategy, governance, finance and HR.
- Maintain careful oversight of any risk to reputation and/or financial standing of the organisation.
- Receive regular informal progress reports of the organisation's work and financial performance through the chief executive.
- Reviewing and appraising the performance of the chief executive.
- Attending and being a member of other committees or working groups when appropriate in role as chair.

- Reviewing the board's performance and identifying and managing the process for renewal of the board through recruitment of new members.

Qualities of a board member

- Experience and expertise of their field.
- Commitment to the organisation and its vision and mission.
- Passionate about making a difference to marginalised young people and championing equality of opportunity.
- Integrity and strategic vision.
- A willingness and capacity to devote the necessary time and effort to their duties as trustee.
- Ability to take decisions for the good of the organisation.
- Good, independent judgement.
- Good communication skills.
- Tact and diplomacy.
- Willingness to speak one's mind and listen to the views of others.
- An ability to work effectively as a member of a team.
- Understanding of the legal responsibilities and liabilities of a trustee.

Desirable experience

- Prior experience of committee/trustee work/volunteering work.
- Knowledge of the type of work undertaken by the organisation.
- A wider understanding and involvement with the voluntary sector.

This position is not remunerated but reasonable out of pocket expenses incurred fulfilling the duties of the role are reimbursed.

Our Vision

To forge new creative and inclusive spaces that inspire and empower young people and their communities to express what matters to them.

Our Mission

To offer children and young people creative and inclusive spaces to empower and inspire their self-expression and skills, therefore improving their confidence and self-esteem.

What we stand for

- Openness
- Honesty
- Aspiration to excellence
- Flexibility
- Innovative
- Rights based approach

About WheelWorks and what we do

“Every child is an artist” (Pablo Picasso)

As a youth arts charity over the past 28 years, we have been supporting young people’s social and cultural development through accessible arts and digital technology led programmes. These youth led creative interventions offers the young people aged (4 to 25 years) a safe space to engage in conversations, share their lived experiences and express what is important to them. Through co design methods we offer arts and tec led hybrid creative programmes giving young people a voice on matters that are important to them and their community. With these fun and enjoyable creative activities, we enable young people to reach their own potential, foster an inclusive outlook, enhance arts led participation and increase their social and creative skills.

These co designed youth led interventions/activities/events involving traditional art/craft forms to cutting edge technology like virtual reality, augmented reality, animation, DJ, music, 360° filming etc offers the young people a safe space to engage in conversations, share their lived experiences, and address topics that are important to them and their community.

Our programmes are tailored to working collaboratively with partners in and across communities in Northern Ireland, it can be one off activities/events or a longer durational projects thus helping us to building partnership and trust with those involved in supporting and advancing youth/community development work.

We deliver a balanced programme of work in both rural and urban areas and work collaboratively with our stakeholders/funders and professional artists/facilitators to ensure participants enjoy creativity, recognise their potential, and make arts participation part of their cultural fabric.

This vision is achieved through our six strategic objectives:

- **Create and provide access to quality traditional and digital arts participation.**
- **Advance marginalised YP within the creative sector.**
- **Improve creative capacity in the community.**
- **Develop young volunteers within the creative sector.**
- **Increase sustainable service offers.**
- **Advance artist and staff expertise.**

The key impacts we wish to see in the participants with whom we codesign activities are:

1. **Key life/work skills:** Development of positive relationships with others; better team working; positive peer relationships; increased communication skills with trusted adults.
2. **Attitudinal skills:** Enhancement of personal capabilities so that they can gain confidence, manage own feelings, and build resilience and the ability to make healthy choices.
3. **Personal skills:** Development of thinking skills; respect for difference; decision making; satisfaction with own life/self.
4. **Creative skills:** Development of enjoyment in learning new things, e.g., art and tech-led participation, planning and problem solving, pride in creative outputs and skills.

The keys to our success include transformation, creativity and innovation, and our challenge is to maintain focus and continue to offer pioneering, accessible, and inspirational project ideas, introduce state of the art digital technology, introduce new hybrid art forms and attract new professional artists. This will allow WheelWorks Arts to stay at the forefront of offering issue based, arts-led activities to young people across Northern Ireland.

Our aim is always to nurture creative learning, increase wellbeing, raise aspirations, self-expression, confidence, and enjoyment as we get to know the unique cultural perspectives explored, created and shared by the young people. This offers appreciation of diversity and economic benefits for the wider community.

The core service strands to the organisation are:

ArtCart Programme

1. Outreach (Youth/Community Group)

- Delivery of art workshop sessions offering activities for youth and community groups throughout rural and urban communities, focusing on accessibility of arts
- Increase creative activity in areas of social & economic deprivation and communities at risk of arts and digital exclusion



2. Collaboration (Festivals/Community events, Private and Public Sector Events)

- Collaborating with community events/festivals to bring arts/digital arts engagement including offering bespoke arts and digital to more people by running inclusive and open artistic activities.
- Increase collaborations with private/public sector organisations to deliver creative activities at events/festival and reach new audiences.

3. Connection (School Roadshows/Education)

- Enhancing the connection between education and the arts through delivery of ArtCart Schools STEAM roadshows.

4. Creative Development (Digital Arts)

- Increase digital inclusion using cutting edge technology to connect and inspire young people to have fun and showcase their creativity in new and innovative ways.
- Encourages creative thinking and experimenting with unique styles and techniques.

Community Transformation Programme

- Delivery of cross community, wellbeing and good relations themed arts and digital technology led programmes based on co-design model that are responsive to the demands and needs of youth/community groups.
- To cultivate a safe space for young people, to engage in conversations around respect, diversity and their individual/collective lived experience.

iProgramme

- To work with looked after/trauma experienced young people, placing them at the centre of service delivery through the co-development of needs led creative engagement.
- Acknowledge the complex and varied needs of the group. Working closely with support workers/young people to tailor the activities which can assist in closing the performance gaps and increasing access to arts, participation, and wellbeing.
- Offer youth volunteers the opportunity to engage as peer mentors, to listen and share the perspectives and give support.

Future Focus

Future Focus programme integrates our work with at risk, on the street and disengaged young people. Providing ChillCart vehicle we create a safe mobile social space to breakdown community tensions, build a shared focus and increase participation amongst these disengaged young people through art/technology led sessions.

iWill Volunteer Programme

To support and train 10 volunteers as peer mentors and creative influencers. This provide new opportunities to be involved in youth arts sector and gain the confidence to express their own views and gain new skills, while promoting the benefit of creative learning and participation. They can get ASDAN expressive arts qualification and as advocates continue to influence others.

Newcomer Support Programme

This programme will use creative recreational activities to enable newcomer young people to explore their new environment, be empowered to share their stories and be part of the NI society. We use creativity to increase access to arts, participation inclusion and wellbeing.

Period of appointment

Subject to clauses within WheelWorks Arts relating to termination of Board membership, the member shall hold office for a maximum of up to five years, or until he or she resigns or is removed or ceases to be a board member, if earlier.

Time commitment

- The Board meets 6 times a year.
- It is important that the trustees can visit the charity office and be available to the chief executive as and when required.
- Attending and being a member of current sub committees and where appropriate lead as the chair of the subcommittee.
- From time to time, the trustees should be available to attend and represent the charity at events, meetings or functions in the day and evening times.

Induction

An induction and familiarisation programme will be provided and will be tailored to your specific needs. Training will be discussed and provided as necessary.

Potential conflicts of interest

You will need to give details of any business or other interests or any connections which, if you are appointed, could be misconstrued or cause embarrassment to WheelWorks Arts.

Equality and diversity

WheelWorks Arts has a positive approach to diversity and encourages applications from all sections of the community.

Trustee Duties

Please see attached 'Essential Trustee Duties' flyer which explains the role of a charity board member Wheelworks Arts.

WheelWorks Social media

Twitter: @WheelWorksArts

Facebook: WheelWorksArts

Website: www.wheelworksarts.com

Timescale

Some dates outlined below.

Closing date for expression of interest	22 April 2024
Informed Conversation with WheelWorks Arts board panel	April/early May 2024
New board members introduction to WheelWorks Arts	May 2024

To apply/send your expression of interest

- Please submit a CV of not more than two/three A4 pages along with your expression of interest email.

Essential dates and next steps...

1. Please submit your CV and expression of interest to Farah Chowdhury (CEO) by **22 April 2024**
Email: farah@wheelworksarts.com
2. This will be followed up with a conversation with Farah to talk you through the work of the organisation, your chance to ask questions and as a trustee the main roles and responsibilities.
3. This will be followed by a 'conversation with a purpose' with a panel from the WheelWorks Arts Board to discuss the role in more detail and your potential fit.

There will also be an opportunity for you to meet the full Board before you make a commitment to join WheelWorks Arts as a board member.