

INFORMATION PACK

CHAIR OF ARTS & BUSINESS SCOTLAND



THE OPPORTUNITY

Arts & Business Scotland is seeking a dynamic business leader to be its new Chair.

As Scotland faces current financial, societal and environmental challenges, there has never been a greater need to establish creative partnerships between the business and culture sectors (arts, heritage and creative) that bring innovative reciprocal cultural, social and economic benefits.

At Arts & Business Scotland, our ambition to address these challenges is to devise and implement programmes and services that bring creative thinking to the workplace and create market-place opportunities to help realise our vision for a Scotland where the culture and business sectors connect and thrive.

As an independent charity originally established in 1986, and the only agency in Scotland that connects the business and culture sectors, we play a key role encouraging cross sector collaboration which helps to nurture creative, social and commercial relationships that enrich creativity and cultural engagement.

We are now seeking a dynamic business leader to be our new Chair to build on our legacy, drive forward our strategy and lead on strengthening our visibility and impact within the business community.

WHO WE ARE & WHAT WE DO

This is an exciting opportunity for an exceptional individual who has previous experience as a Trustee or Board member and a passion for the culture sector.

Arts & Business Scotland (A&BS) is a Company Limited by Guarantee with charitable status that supports cultural and economic wellbeing by developing creative & business skills across the corporate and culture sectors.

Since establishment in 1986, we have worked with more than 1,500 businesses and invested more than £10 million into the culture sector through an incentive funding scheme that enables innovative social, economic, and creative partnerships between business and culture organisations.

We develop capacity, knowledge and resilience through our membership scheme, training, access to networks and business acumen, making both the culture and business sectors more efficient, innovative, and entrepreneurial.

Our **vision** is for a Scotland where the culture and business sectors connect and thrive.

Our **mission** is to embed business in culture, and creativity in business to develop entrepreneurial culture organisations and innovative businesses.

OUR PARTNERS & STAKEHOLDERS

We work with a range of funders.

Creative Scotland and Historic Environment Scotland support us to develop organisational resilience through networking, knowledge transfer and training programmes for the arts and heritage sectors.

We administer the Culture & Business Fund Scotland on behalf of the Scottish Government, designed to increase business sponsorship and investment in the culture sector. We also collaborate with many other stakeholders, including local authorities, enterprise agencies, sector network development agencies, chambers of commerce and higher and further education institutions with the aim of developing partnerships and relationships that will contribute to the development of a sustainable and ambitious culture sector within Scotland.

GOVERNANCE

We are governed by a Board of Trustees, who are members of the company limited by guarantee. Trustees are elected for a term of 3 years and are eligible to stand for a second term of 3 years.

Trustees represent the business, public and culture sectors, ensuring that we maintain and extend our expertise, intelligence and knowledge on the cultural, social, and economic issues, challenges and opportunities faced by our stakeholders.

The Board is the keystone of our governance, responsible for setting our strategic direction and maintaining oversight of our performance. Members contribute to our corporate intelligence on opportunities and challenges faced by the commercial and cultural sectors. They also play an important ambassadorial role.

The Board normally meets quarterly in Edinburgh. However, online meetings have successfully been adopted during the COVID-19 pandemic. Board members are expected to attend these meetings and key events, as appropriate, and may also be invited to join one of the Board Committees; Finance & Risk; Staffing & Remuneration; Marketing & Communications; and Business Engagement. The former meets quarterly ahead of the Board meeting and the others meet regularly as required (often online to limit travel requirements).

All members of the Board – Directors under company law and Trustees under charity law – are also members of the company from whose number they are elected. The current Board comprise all the members of the company. The Directors of the Company have certain legal, financial, and fiduciary duties under company law and as Trustees must also comply with charity law. The full legal framework for Directors is described in the Articles of Association.

We endeavour to ensure that our Board represents our extensive stakeholders as well as providing the necessary governance expertise. We want to lead by example and ensure that we practice both the governance values and equal opportunities policies that we promote. As such, we seek to broaden still further the strength, diversity, and connectivity of our Board.

GOVERNANCE

Board members:

Diana Murray CBE (Chair) *

Dr Bridget McConnell CBE *

Graeme Davies

Barry Nichol *

Dr Paul Smart

Fiona Macleod

Alexandra Miller

Jane Richardson

Leah Hodder

* Due to retire at the AGM in November 2022

Statutory Information:

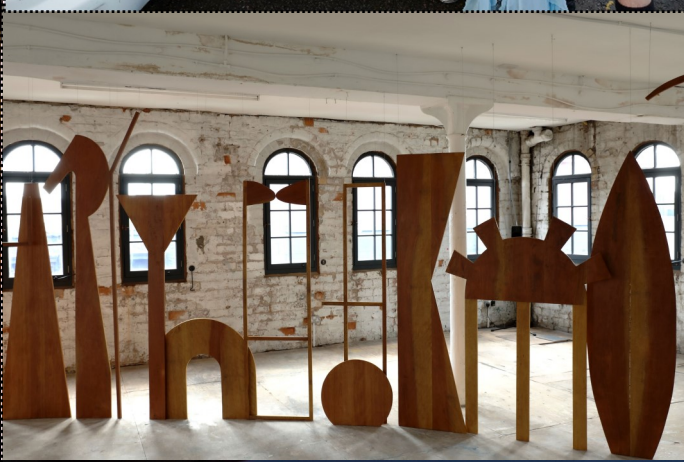
Arts & Business Scotland is a company limited by guarantee registered in Scotland (SC406905) and a Scottish charity (SC042631).

Registered office:

Thorn House

5 Rose Street

Edinburgh EH2 2PR



THE PERSON

Arts & Business Scotland is seeking an exceptional new Chair of the Board of Trustees to succeed its current Chair Diana Murray CBE at the end of her successful six-year term. Under her leadership, the organisation deepened its relationship with the heritage sector and wider culture community and established itself as the only development agency that fully connects with our overarching cultural community.

We are now looking to the new Chair to drive our strategic objectives to strengthen our visibility, relevance to, and role within the business community, and to expand market-place opportunities for the culture and business sectors to connect and thrive.

The new Chair will have a deep understanding of the financial, societal, and environmental challenges that we all face. They will act as a champion of the importance of the organisation, and of creative partnerships between the business, public, and culture sectors to bring innovative cultural, social, and economic benefits for all.

The new Chair will be committed to our vital work in helping culture organisations to shift from a subsidy to sustainability mind-set by developing refreshed operational models which unlock organisational potential.

The new chair will also promote the value to businesses/business sectors of the benefits of cultural relationships, from supporting and developing staff, to providing new market opportunities to unlock commercial potential.

The role is unremunerated. However, reasonable expenses will be reimbursed.

THE PERSON

The ideal candidate will have:

- A proven history of leadership within business, and/or business sector development in Scotland
- A strong passion for the culture sector, a belief in its ability to change lives, and an understanding of its critical role in ensuring a growing creative economy
- Previous Trustee or Board level experience and an ability to chair effectively and inclusively to harness the skills and experience of the board and enable them to make sound decisions
- Strong inter-personal, networking, relationship building and influencing abilities
- Confidence in a senior advocacy role that liaises with a diverse range of key stakeholders
- Leadership skills including the ability to create a culture of collaboration and transparent decision making where the board can thrive and make informed, ambitious, and strategic decisions
- HR expertise to line manage and support the Chief Executive to ensure the staff team are supported to ensure effective delivery of the organisation's objectives

Candidates should also ideally be able to demonstrate most of the following general criteria:

- Experience in and understanding of strategic planning, organisational governance, and resource management
- The ability to analyse and review complex issues and weigh up conflicting opinions
- Financial acumen
- Excellent listening and communication skills
- The highest standards of integrity and honesty

THE ROLE - KEY RESPONSIBILITIES

The Board

The Chair will:

- Chair the Board, attending approximately four board meetings a year, and other key committee and other events as required
- Build a collaborative, inclusive, and enabling culture on the Board, making full use of a diverse range of skills and knowledge within the Trustees
- Ensure that the board reviews its performance and that recruitment and succession planning for the board takes place

Governance and leadership

The Chair will:

- Ensure that the organisation operates in accordance with Company and Charity Law, including filing the statutory returns at Companies House and the Office of the Scottish Regulator (OSCR), and the keeping of the Company Registers
- Lead the board in its deliberations, strategic direction and decision making, ensuring proper and effective governance of the organisation
- Ensure effective budgetary and financial planning and control, and risk management strategies are in place and reviewed regularly
- Ensure that the organisation's employment policies and procedures are reviewed regularly, and that staff are appropriately supported
- Work closely with the Chief Executive and staff team to ensure the development and effective delivery of an ambitious strategic vision
- Provide support and advice, appraise, and set work objectives for the Chief Executive, building a close working relationship with them, while respecting the boundaries between executive and non-executive responsibilities

THE ROLE - KEY RESPONSIBILITIES

Advocacy

The Chair will:

- Represent Arts & Business Scotland and ensure strong relationships with key stakeholders such as Creative Scotland, Historic Environment Scotland, local and national government, Chambers of Commerce, enterprise agencies and other business organisations, as well as other major funders and partners
- Be prepared to undertake speaking engagements to promote the work of the organisation to current and prospective stakeholders and partners
- Represent the organisation at key events such as business conferences and cultural gatherings, season launches, regional and national events etc.

