



<b>ROLE TITLE:</b>	Trustee x 2 (including Treasurer)
<b>LOCATION:</b>	No specific location. Will require occasional travel to London
<b>APPLICATION DEADLINE:</b>	September 22 <sup>nd</sup> 2023
<b>SALARY:</b>	Unpaid
<b>START DATE:</b>	January 2024
<b>TERM LENGTH:</b>	Four years, maximum of two terms

### **Background**

Serious Trust Limited (Serious Trust) is a charitable company limited by guarantee, incorporated on 15 December 2011 and registered as a charity on 19 January 2012.

Serious Trust believe that everyone can grow through music and music-making. Music has a unique ability to unite and inspire, whether you are a participant, artist, or audience member. Musicians need targeted opportunities to develop their craft and gain professional experiences to build a sustainable career and create inspiring new work.

Our mission is to support projects which enable people to access, engage with, and develop through music. Our vision is that all people, disregarding circumstance, can experience music is a way that represents them, benefits them, and matters to them.

We achieve our mission by funding the work of Serious Events which has charitable or social purposes, including Creative Engagement programmes for people and communities, Talent Development schemes for the next generation of the music industry, and the commissioning of new work which allow artists to take their music to the next level.

The objects of Serious Trust are:

- To advance education for the public benefit with particular reference to public appreciation of music in all its forms, promoting a knowledge and understanding of music and fostering the practice of music artists.
- To advance the art and culture for the benefit of the general public, particularly (but not limited to) by promoting and facilitating access to and performance of music.

### **Aims**

Under charity law, Trustees have ultimate responsibility for The Serious Trust, ensuring it is solvent, well-run and delivering the charitable outcomes for which it has been set up. This document seeks to define the key responsibilities of the trustees and provide clarity on the personal skills and experience required to successfully fulfil the role.

### **Trustee Responsibilities**

### **Statutory responsibilities**

As defined by the Charity Commission, the statutory responsibilities of Trustees are to:

- Ensure the charity is carrying out its purposes for the public benefit
- Comply with the charity's governing document and the law
- Act in the charity's best interests
- Manage the charity's resources responsibly
- Act with reasonable care and skill
- Ensure the charity is accountable

Please find further information on each responsibility here:

<https://www.gov.uk/government/publications/the-essential-trustee-what-you-need-to-know-cc3/the-essential-trustee-what-you-need-to-know-what-you-need-to-do>

### **Additional Trustee Responsibilities**

- Actively contribute to the leadership and development of the charity, using your expertise and experience to offer guidance and oversight across all of the charity's work
- Attend quarterly board meetings, reading board reports ahead of time and offering ideas for improvements to the charity
- Attend Serious Trust events and bring contacts that may be beneficial to the charity
- Support the fundraising operations of the charity by: introducing potential individual donors, facilitating meetings with trusts and corporates who share Serious Trust's values, supporting the development of fundraising events
- Ensure appropriate policies are in place to underpin the effective operations of the Serious Trust
- Identify risks that the charity may face and work to put in place mitigations against these risks
- Act as a signatory for the charity as needed

### **Person Specification**

We want Trustees with capacity to guide and support the charity over the course of the coming years. We are currently seeking Trustees who have significant experience in the following key areas to augment existing Trustee expertise:

- Treasurer – we are seeking a Trustee who has the experience to fulfil the Trust's treasurer role. They do not need to be an accountant or financial expert but must have experience of reading and analysing management accounts and advising on financial processes
- Fundraising – an expertise in strategy and delivery of arts fundraising with a focus on trusts, foundations and major donors

Additionally, Trustees are expected to showcase experience in a selection of the following criteria:

- An awareness of the music industry, creative engagement, talent development and the commissioning of new work
- An understanding and appreciation of the music that Serious Events presents
- A willingness to commit the necessary time and effort
- Strategic vision
- An ability to think creatively and problem-solve
- Good, independent judgement
- Exceptional leadership and teamworking skills
- An ability to interpret management and financial information
- An ability to challenge current thinking in a constructive manner

### **Appointment and Resignation**

There shall be at least three Trustees. No maximum number is set in the Trust Memorandum of Association.

Potential Trustees may be suggested and considered by Trustees at any time. If all Trustees agree the suitability of the suggested new Trustee, the Chair of Serious Trust and/or a Serious Events Director will meet with the proposed Trustee and report back about their suitability, availability and interest.

Based on this feedback, Trustees will decide whether to appoint this new Trustee and the Chair will write to formally invite them to join the Trustees.

Trustees are elected to serve for a term of up to four years, after which they may be re-elected at the next Annual Retirement Meeting. Trustees are limited to two terms (eight years). In extraordinary circumstances, Trustees may be asked to extend their Trusteeship in the interests of organisational stability. The Chair of Serious Trust will meet with Trustees annually to review their engagement with the Trust.

Trustees are expected to serve a minimum of one four-year term. In exceptional circumstances, Trustees can resign mid-term with a three-month notice period.