



HULL TRUCK THEATRE

BOARD RECRUITMENT PACK

Last updated June 2024



Welcome to Hull Truck Theatre

Hull Truck Theatre is much more than a company that puts plays on stages. We employ approximately 30 people on an ongoing basis, work with hundreds of freelancers, run projects and programmes with communities across Hull and are an important part of the cultural landscape of the North.



Hull Truck Theatre's Board of Trustees is there to make sure the company sticks to its principles, is well run and operates in ways that are safe, honest and responsible.

Lots of people think that being a Trustee of a charity is only for

a specific type of person, but that's not the case at Hull Truck Theatre. Our Board is made up of people from all walks of life, which brings a diverse range of perspectives.

We're always looking for more people, particularly if you've got skills and life experiences that can offer a fresh point of view or represent a voice that isn't heard often enough. If you're keen on promoting arts and culture in Hull and beyond, you might consider applying to be a trustee of Hull Truck Theatre, regardless of who you are or where you come from.

We'd love to hear from you!

Beckie Hart
Chair of the Board

Our Mission

Hull Truck Theatre is a pioneering theatre with a unique Northern voice, locally rooted, global in outlook, inspiring artists, audiences and communities to reach their greatest potential.

Our Vision

To produce and present inspiring theatre that reflects the diversity of a modern Britain. To provide the resources, space and support to grow people and ideas, be an ambassador for our city, a flagship for our region and a welcoming home for our communities.

Our Values

We are committed to our core values of Inclusion, Innovation and Integrity.

Led by these values we are:

- Creative and Collaborative,
- Imaginative and Inspiring,
- Accessible and Relevant,
- Resilient and Sustainable.



"WE TELL INSPIRING STORIES DUG FROM THE HEART OF OUR CITY, ALONGSIDE TALES FROM THE WIDER WORLD, THAT REFLECT THE DIVERSE RANGE OF COMMUNITIES AND CREATIVE VOICES THAT POPULATE OUR NATION. WE PRODUCE EXCEPTIONAL DRAMA MADE HERE IN HULL, OFTEN SHOWCASING NEW TALENT AND ARE AMBITIOUS, BOLD AND COMMITTED TO OUR CORE VALUES OF INCLUSION, INNOVATION AND INTEGRITY."

Mark Babych, Artistic Director

About Hull Truck Theatre



Hull Truck Theatre Company is a registered charity which produces and presents theatre in two auditoria (The Heron – 459 seats and The Studio – 135 seats).

Over recent years Hull Truck Theatre has been on a journey of significant change. On stage

we reach an audience of over 70,000 and continue to build on the momentum of Hull UK City of Culture 2017, when we delivered an ambitious year of exceptional drama.

Through our work with schools and local communities we engage with 14,000 young

people, disabled groups and adults, offering opportunities to participate in the arts, whether as a first step into a career, a way to build confidence and meet new people, or as a part of a rounded education. Our groundbreaking Community Dialogues programme builds on long-term partnerships within Hull's local communities to address inequalities in accessing the arts.

In 2022 we celebrated 50 years of Hull Truck Theatre. We did this by focusing on the thing that makes Hull Truck Theatre magic – the people. Without our supportive audiences, generous funders, talented artists, passionate participants and dedicated staff, this theatre wouldn't have kept its place at the heart of Hull's creative core for half a century.

With the inspiring leadership of Mark Babych (Artistic Director) and Janthi Mills-Ward (Executive Director), the theatre is now on the next stage of its exceptional journey, creating a vibrant 21st-century cultural organisation.





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About the Board

Hull Truck Theatre is run by a Non-Executive Board of Trustees/Directors with additional committees who feed into the work of the Board.

Structure

The Board of Trustees offers guidance and expertise to the joint CEOs (the Artistic Director and Executive Director). Trustees are positive and passionate advocates for the theatre and its core mission, alongside doing due diligence to ensure that the theatre is operating fairly and in line with charity law.

The Board of Trustees for the theatre has between 2 and 20 Members. Members include representatives of Hull City Council (usually serving Councillors) and both the theatre's major funders, Arts Council England and Hull City Council, send representatives (Officers) to attend meetings as observers.

The theatre also has a series of Board Committees, chaired by a Trustee/Director of the theatre who monitor and oversee the detail different elements of the theatre's operation.

These include

- Finance and General Purposes (F&GP)
- Programming Advisory Group
- Personnel and Health & Safety
- Governance & Nominations
- Capital Development

The main theatre Board is also part of a VAT group with the theatre's other 3 Boards:

- **Hull Truck Events and Catering Ltd (HTEC)** who oversee the theatre's commercial activities, including the theatre's catering operation (café bar, bars and confectionery) that is currently licenced to an outside operator
- **Hull Truck Enterprises Limited (HTEL)** manages the Hull Truck Theatre building
- **Hull Truck Productions Ltd (HTP)** oversees the theatre's productions due to theatre tax relief purposes.

Term and Attendance

Trustees serve an initial term of three years which can be renewed for a further three years. There are circumstances when a term may be further extended (with the consent of the Trustee/Director and of the Board).

Currently the Board meets at least four times a year, generally on a Wednesday evening 5.00pm to 7.00pm – it is possible to attend in person or through Zoom. There is usually also one Strategy Day per year where, if possible, all Board members attend in person. All Trustees are responsible for all decisions made by the Board during their term of office whether or not they attend meetings.

When new Board members join as Trustees, the Board will work together to develop an inclusive environment, including formats of meeting, to enable all Board members to attend and their voices to be heard.

In line with the theatre's Conflict of Interest Policy all Trustees must complete a Conflict of Interests Form on appointment. At the beginning of each meeting Trustees will also have the opportunity to declare any interests not recorded on this form and associated to the agenda points taking place at that particular meeting – see Conflict of Interests Policy for more information.

Supporting Activities

Work happens at Hull Truck Theatre, in community venues in the immediate area, in co-production with other theatre companies, and occasionally touring further afield.

Board Members are asked to support and keep up with the theatre's work by seeing shows and Creative Learning events and will receive invitations to the Press Nights of all Hull Truck Theatre shows.

The Board of Directors is also asked to support the theatre's Executive team in building relationships with key community stakeholders – widening the theatre's reach and connections.

Remuneration

Being a Board Member is a voluntary and thus unpaid position. The theatre will reimburse travel expenses reasonably incurred in connection with any duties as agreed with the Chair.



What is involved in being a Trustee?

In legal terms the Board takes ultimate responsibility for governing the company and how it is run.

The Charity Commissions 'CC3 – The Essential Trustee' Guide has full details of legal responsibilities of being a Board member/Trustee:

<http://www.charitycommission.gov.uk/publications/cc3.aspx>

Responsibilities include:

- Understand what Hull Truck Theatre does and support its mission, aims and objectives
- Satisfy themselves that Hull Truck Theatre's resources – funds, people and reputation, are used in accordance with the stated aims and objectives and are protected from undue risk
- Attend Board meetings having read any required documents and reports in order to actively contribute to meetings in an informed manner
- Be willing to represent and advocate for the company at events and meetings such as performances, networking events, training sessions etc.
- Have an understanding, or willingness to learn, the roles and duties of a charitable Trustee and Company Director including company policies, structures and liabilities.

In its guidance document "The Essential Trustee" the Charity Commission sets out the six main duties of a Trustee:

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





Why me?

We want to recruit a Board with a diverse set of skills and voices that both supports and challenges the theatre to be the best it can be.

We are looking for people who are committed to:

- Supporting the theatre to thrive as a key part of Hull and East Riding's future development
- Improving cultural sector change
- Understanding and responding to change
- Inclusion and diversity.

In particular we'd like to hear from candidates with characteristics that are currently underrepresented, including Black or from a global majority, those living with disability, and/or under 35s.

We're also interested in meeting people whose experience will complement the skills of the existing Board, especially candidates who:

- Lead the field in environmental and sustainable practices
- Have experience working in a cultural building/organisation
- Have experience of working as a freelance creative artist
- Have experience as a finance professional

How to apply

Interested?

Please e-mail recruitment@hulltruck.co.uk with one of the following:

- A letter
- A CV
- A video or audio message
- Or another way you choose

There is no formal application process, you can include up to 3 pages A4 or 5 minutes audio.

In certain circumstances where Board members are due to stand down at the end of their terms or it is felt a specific skills set is missing from the board, we will actively recruit for new Board members.

However, we also welcome speculative applications that we will review twice a year against Board skills sets.



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**Image credits
 (in order of appearance)**

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HULL TRUCK THEATRE GRATEFULLY ACKNOWLEDGES SUPPORT FROM:

