

# Cambridge Curiosity & Imagination



## Trustee Recruitment Brief March 2019

Welcome,

Thank you for your interest in joining the Board of Cambridge Curiosity and Imagination (CCI). This briefing pack gives more information about the role of trustees and the application process.

Cambridge Curiosity and Imagination (CCI) is an innovative socially-inclusive arts organisation and charity whose particular form of collaborative work actively engages children and adults of all ages and develops their creativity and agency. Our network of highly regarded and skilled creative practitioners enables people of all ages to create their own cultural opportunities; and evaluations demonstrate how CCI's projects empower communities and this has led to critical partnerships, including with Addenbrooke's Hospital, Cambridgeshire County Council (CCC), University of Cambridge (UofC), Anglia Ruskin University, Norfolk & Norwich Festival Bridge, and many schools across the region.

We face many challenges ahead, not least the highly competitive nature of funding and the diminishing value placed on the arts and culture in current education and local government policies. It is vital we continue to promote their value. There is a strong evidence base of links between cultural engagement and educational attainment, active citizenship and enhanced creativity, innovation, empathy, and resilience. The arts are crucial for our economic prosperity and enrich our lives, making us happier and healthier.

We are currently seeking a number of new trustees to join our board in a non-executive capacity, and very much hope you will want to play a part in ensuring the future of this vital arts organisation.

To complement the skills we already have on the board we are seeking people with experience, skills, and expertise in governance, strategic planning, and financial management at a senior level. We are also seeking a practising artist. In addition, individuals will need a personal commitment to the vision and values of CCI, along with a willingness to work with other trustees, the Director and team as ambassadors in support of the charity to build partnerships, networks and raise funds.

We welcome applications from people with a wide range of backgrounds. We are especially interested in hearing from people who possess transferable skills but might not have worked in the professional arts sector before. This includes people who identify as disabled and people from diverse cultural backgrounds (BAME – Black, Asian and Minority Ethnic). If you are interested in working with us and have the skills and experience we seek, we encourage you to apply.

A small group of trustees and the Director will assess applications against the skills we have identified as being of strategic importance to the charity, and if selected we'll arrange to meet with you in person. The closing date for applications is 11 April 2019. If you have any questions or would like to arrange a preliminary informal conversation, please contact the chair of the Board [bridget.cusack@hotmail.co.uk](mailto:bridget.cusack@hotmail.co.uk) or Ruth Sapsed, Director of CCI: [ruth@cambridgcandi.org.uk](mailto:ruth@cambridgcandi.org.uk)

I look forward to receiving your application.

A handwritten signature in black ink, appearing to read 'Bridget Cusack'.

Bridget Cusack  
Chair of the Board of Trustees, CCI

## Cambridge Curiosity & Imagination

Cambridge Curiosity and Imagination works to develop communities through creative projects and professional development. It aims to foster the curiosity and imagination of young and old, working to develop the innate creativity of every individual.

Becoming a charity in 2007, Cambridge Curiosity and Imagination (CCI) was formed by a group of dynamic artists, educators, researchers and parents, who feel passionate about how engaging with the arts and creativity can actively challenge inequality. The charity has a strong advocacy commitment, sharing its work and resources widely.

Our programmes have supported communities to create active, artistic and sustainable connections with each other and their localities: *Fantastical Cambridgeshire* enables communities to creatively explore their local environments alongside each other, supported by CCI artists; *ArtScapers* works with primary schools to discover how art can help children relate to their growing city; *Taking Note* develops playful arts experiences to enhance wellbeing in hospitals. Last year these programmes worked directly with over 2,400 people; developing more than 3,000 hours of creativity and at least a million people seeing the work in exhibitions, events and online.

None of this is possible without the great team; the board of Trustees, our volunteers, artists, and in particular the office manager Neil Parker, administrator Jo Diver, and the driving force, the director Ruth Sapsed, without whom CCI would not be the charity it is today.

### We believe that curiosity and imagination matter

Without curiosity and imagination, our world can be overwhelming; with them it can become a place of wonder where we feel we belong. Our work is driven by a vision of an inclusive, accessible and creative society that embraces these qualities.

### Children are at the heart of our work; their ideas and questions lead the way

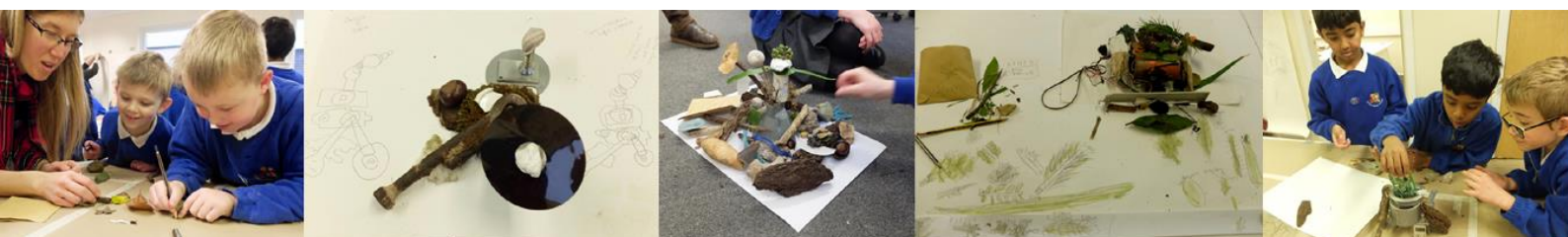
Our approach is committed to genuine co-creation with a focus on developing a sense of agency for everyone involved. Carefully designed programmes enable our network of exceptional arts practitioners (including poets, dancers, writers, and visual artists) to work alongside people of all ages and from all backgrounds to:

- Open up spaces where curiosity and imagination can flourish
- Empower active citizens of all ages to be creative and share ideas
- Develop democratic communities that respect each other and work together

Our vision is for communities to actively and creatively engage with each other and the world around them. We achieve this by working collaboratively across schools and communities in marginalised areas with our place-making programmes to foster active, curious and imaginative people collaborating together.

Our evaluations demonstrate how our projects enable people to build creative skills, confidence and self-esteem. People tell us they see themselves, others and their world around them differently.

For further information, please look at the website [www.cambridgecandi.org.uk](http://www.cambridgecandi.org.uk)



## Who we are



The Director, Ruth Sapsed, is responsible for the strategic direction of CCI. A founding member of the group that became CCI back in 2002, Ruth has worked to establish CCI as a charity and develop our current partnerships.

As a psychologist and researcher, she is interested in facilitating the development of creativity in everyone, young and old. Her work is driven by an interest in how young children's ideas can lead others: their families, friends, neighbours and educators, and their role as crucial community navigators and connectors. Co-creation and collaboration are central to everything she does.



Bridget Cusack is the Chair of the Board of Trustees. Bridget has over 18 years of experience working for cultural organisations as a curator and producer, developing and delivering new ways of engaging communities with contemporary art practice through a range of events and activities.

Bridget is currently the Development Manager at Villiers Park Educational Trust, a national social mobility charity raising income and developing and managing partnerships. Previously she worked for Rowan, a charity and arts centre for learning-disabled people, and for a number of Cambridge museums.

## Our Current Trustees

Michael Corley, Head of Bridge, Norfolk and Norwich Festival

Mary Jane Drummond, researcher, writer, former headteacher and lecturer at the Faculty of Education, University of Cambridge

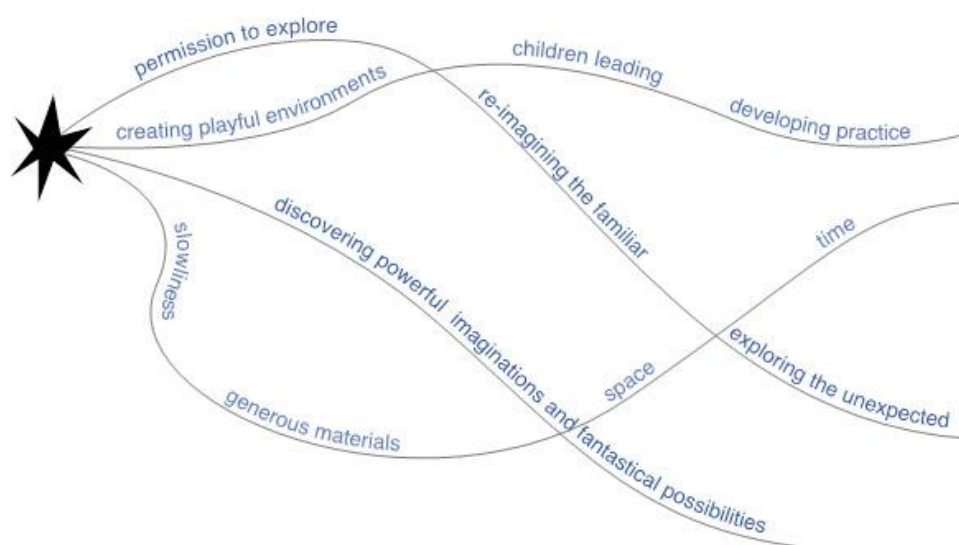
Sharon Honig, Early Years specialist support teacher, Cambridgeshire County Council

Helen Taylor, arts producer and poetry advisor

Karen Thomas, Community Officer, Kettle's Yard and University of Cambridge Museums

## Our team

Please visit <http://www.cambridgecandi.org.uk/about/about> for more details on our current artists and team who work with CCI.



## The role of trustees

The duty of the Board of Trustees is to ensure delivery of the aims and objectives of the organisation and to provide the strategic leadership needed to determine its future direction. The specific duties of the Trustees are to:

- Contribute to all aspects of Board business, governance, and strategic oversight, including:
  - ensuring that CCI complies at all times with its governing document, charity law, company law and any other relevant legislation or regulations
  - maintain proper financial control, ensuring that CCI applies its resources exclusively in pursuance of its objectives
  - support the operational management of the organisation, including the implementation of internal policies
  - manage risk across the charity and its operations
- Actively engage with key stakeholders in relevant fields, acting in an ambassadorial capacity
- Provide specific sector expertise, working with the charity's management team
- Participate in Board decision-making, supporting the Director in her work of leading the charity.

## Experience and essential criteria for Trustee appointments

*While previous experience is valued, we will welcome and support enthusiastic individuals who have no previous experience as a trustee.*

We currently have four vacancies on our board and are seeking people who have a successful track record in one or more of the following:

- Strategic governance or policy development or senior management level in a commercial or public sector organisation.
- Senior level expertise in financial management.
- Legal experience of work in the private, public or charity sectors.
- A practising artist.

We also wish to hear from people who can evidence key transferable skills that include:

- Strategic capability: sharp mind and good judgement.
- Ability to build strong relationships and act as an ambassador.
- Demonstrable understanding of respective roles and responsibilities of non-executive and executives, or of collective decision-making or a willingness to learn.

Along with a mind-set aligned to the charity and its way of working, including:

- Respect for different points of view: willingness to hear out alternative perspectives and give these due consideration.
- Flexibility to see problems and opportunities from many different viewpoints.
- Willingness to support and champion collaborative and partnership working.
- Independence: able to challenge and support.
- Team player.
- Honest and transparent.
- Confident without being dogmatic.
- A good understanding of CCI's aims and objectives, and the capacity to meet the time commitment outlined below.

## Terms of Appointment

### Remuneration

We are a charity, so the trustees are non-executive and unremunerated; there is currently no expenses scheme.

### The commitment

The Board of Trustees meets outside of core working hours (usually 5pm – 8pm) four times a year with an additional away day and additional meetings when required. Trustees are expected to provide additional support to the management team, within their area of expertise, as required – up to a notional five days a year.

### Length of appointment

The appointment will be for a term of three years, with an option to re-appoint at the end of this term. We expect new trustees to join the Board in summer 2019.

### Location

Board meetings and away days are normally held in Cambridge.

### Equal opportunities

We are an equal opportunities employer, and we aim to have a diverse mix of skills and backgrounds amongst the members of the Board of Trustees. We therefore welcome applicants from all backgrounds.

### To be considered for one of these roles

To express an interest in joining us, please submit the following information via email to the Chair of the Board of trustees:

- A covering letter which addresses the essential criteria for the role and explains why you want to join us, along with two names and addresses of referees.
- An up to date C.V.

Expressions of interest should be received by 11 April 2019.

Emails should be sent to [bridget.cusack@hotmail.co.uk](mailto:bridget.cusack@hotmail.co.uk)

Emails should carry the subject line: **CCI Trustee Recruitment**

### Indicative timetable

Closing date: **11 April 2019**

Shortlisting to be completed by **22 April 2019**

Referencing and informal conversations with the Chair following shortlisting.

Face to face meetings by invitation: week commencing **29 April 2019**

