

DANCECITY ©

Dance for the North East

RECRUITMENT PACK

DANCE CITY BOARD



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A MESSAGE FROM OUR CHAIR



The Board of Dance City is looking to appoint new Board Members to provide inspirational leadership and strategic vision to take the charitable organisation onto its next stage of development. New Board Members will help us to ensure a sustainable business model that successfully serves our audiences, communities and stakeholders for decades to come.

Dance City is a charity and its main objective is that of promoting, maintaining, improving and educating by the encouragement of the arts. We primarily focus on dance, but touch on drama and music and many other artforms too.

I have been impressed and inspired by the positive passion and commitment of the Dance City team, to adapt and innovate amidst such challenging conditions. To keep delivering dance training, to keep supporting dance artists, and to keep changing lives through dance in communities.

We have much to be proud of, and more to look forward to – we hope that you might consider applying to be part of our future picture as a Board Member and look forward to hearing from you.

Lyndsey Turner Swift, Chair,
Dance City Board



JOIN US

As Dance City celebrates its 40th Birthday in 2025, there has been pause to reflect on the remarkable impact the organisation has made through dance over the last four decades. But as we look back, a birthday can also help us to look forward. One thing that strikes me most is that dance is as potent a tool as ever to bring about community cohesion, better health and well-being, developing creative and life skills and moments of awe that we live for.

Over the past few months we reviewed the ambitions in our business plan which are anchored by our cornerstones – Arts, Learning and Health. Our role is to create, convene and collaborate with partners to ensure that dance and art can continue to change people's lives through our programme activity.

In the past few months we were overjoyed to receive over 1000 young people into our building to watch a performance of Ballet Cymru's Romeo and Juliet, welcomed a new legion of participants to our classes programmes through our ABC dance sessions welcoming people who are absolute beginners and celebrated the 20th Anniversary of our Centre for Advanced Training for young people.

In 2025, we launched 40 Million Minutes, a new 10-year campaign to deliver 40 Million Minutes of dance experience over the next decade. Through classes, performances workshops and more, we pledge to make more quality dance available across the region.

Whilst the arts sector faces challenges owing to a changing funding climate, we are determined that our services succeed. This is why we are looking for Trustees, to become the legion of people who believe in the power of arts to make that change. If this excites you, then we would love to hear from you.

Anand Bhatt, Artistic Director and CEO

ABOUT DANCE CITY

Established 40 years ago this year, Dance City has a proud history as a charity, but one which is resilient and commercially minded. We believe in the power of dance to invigorate people and communities, and for dance to hold a special place in people's hearts. Our mission is to ensure the north east is the best place to dance and experience dance.

Dance City is the biggest dance house in the north of England, employing around 100 staff and freelancers. We are responsible for dance development in the whole of the North East region and a population of 2.7 million.

We are a catalyst, convener and creator of excellent dance and movement experiences from the North East, for the North East and the world. Dance City has an intimate 240 seat theatre dedicated to showcasing dance performances from the North East, the UK and across the globe.

Our public classes programme is incredibly successful and offers participation opportunities. We run over 70 weekly classes, generating more than £260K in annual income.

The Dance City Training Academy offers specialist dance training for gifted and talented young people from age 10 through our Centre for Advanced Dance Training (CAT), in partnership with the Department for Education, and our BA (Hons) Professional Dance in partnership with University of Sunderland will conclude in academic year 256-26.

Public subsidy and surplus commercial income allow us to be at the heart of the art - supporting dancers to live their creative careers. We offer professional artists in the North EAs Dance ast free daily dance classes, commission opportunities, CPD, free studio space and much more.

Dance City is not a building, Dance City has a building. Our engagement team gets generations moving from Berwick to Middlesbrough, Hexham to South Shields, in schools, community centres, parks, playgrounds and more.

You can find out more about Dance City by viewing our annual review 23-24.

VIRTUAL TOUR

You can take a virtual tour of our Newcastle venue here <https://my.matterport.com/show/?m=mHhdSxJzL9C>

THE ROLE OF BOARD MEMBERS

LEGAL STATUS

Dance City is a charity registered in England and Wales (no 702801).

Dance City's primary charitable objective is that of promoting, maintaining, improving and educating by the encouragement of the arts. We primarily focus on dance, but touch on drama and music and many other artforms too.

THE CURRENT BOARD MEMBERS:

Chair - Lyndsey Turner Swift
Sarah Dewar
Anthony Hope
Charlotte McMurchie
Shirley Marland
Mick Ross

- Remuneration: These are voluntary roles and no financial remuneration is offered to any board member.
- Time Commitment:
 - Minimum of four board meetings per year (usually late afternoon in Newcastle or on Zoom).
 - Annual Board Away Day.
 - Occasional individual meetings with Executive team or Chair.
 - Sub-committee meetings as required (at least quarterly)*
 - Attendance at least two Dance City events per year.
 - The overall time commitment is estimated at 1-2 days per quarter.
- Length of Service: 3-year term with a review with the Chair after six months and potential to be reappointed for an additional 3-year term.
- Responsible to: The Dance City Board.
- Expenses: Dance City reimburses reasonable travel costs from outside the north east and costs which arise from access requirements during the course of business. The Board is required to adhere to the Charity Commission Charity Governance Code www.governancecode.org
- While it is preferable for the Board to meet in person this is not always possible, in which case we welcome Board members to attend by Zoom. Dance City is committed to working inclusively and we try our best to meet people's access needs to enable them to attend meetings and engage fully; this includes using accessible spaces and covering access support costs.

RESPONSIBILITIES OF BOARD MEMBERS

- Ensure the charity is carrying out its purposes in relation to public benefit
- Approve artistic and creative plans, ensuring these are realistic and achievable
- Comply with the charity's governing document and the law
- Fully understand the legal duties and responsibilities of board members and be committed to good governance
- Manage the charity's resources responsibly, setting strategy in accordance with the governing document, legal and regulatory guidelines, and the Company's business plan, and monitor outcomes
- Provide support, advice, expertise and constructive challenge to the Senior Leadership Team (SLT)
- Ensure the charity is accountable, operates in accordance with company law and is compliant with Charity Commission requirements
- Monitor the financial viability of the charity, ensuring prudent financial management and that the company's assets are safeguarded and well managed, overseeing budgets, management accounts and annual financial statements
- Actively support the charity in achieving its fundraising targets
- Define the charity's employment policies
- Make decisions relating to hiring of Directors
- Agree job descriptions for Senior Leadership Team and regularly review levels of pay
- Review and authorise all Dance City policies
- Act at all times in the charity's best interests and with reasonable care and skill

OTHER DUTIES

Board members are ambassadors for the charity and represent Dance City at performances activities and events. They open up networks and contacts to help Dance City to broker new relationships and also support the recruitment of new board members.

*Dance City is in the process of establishing delegated Board Sub-committees to assist the Board to fulfil its duties and responsibilities. Membership of the sub-committees will be decided by the Board, and all new Board members will be asked to consider joining one Sub Committee. The day to day running of the Company is delegated to the Senior Leadership Team led by Artistic Director & CEO Anand Bhatt.

ATTRIBUTES OF BOARD MEMBERS

- Knowledgeable and experienced in their area of specialism
- Enthusiastic about the arts with a strong commitment to the charity's values and approach
- A clear communicator, able to articulate position, beliefs and rationale in an inclusive way
- Able to operate with integrity and respect confidentiality when required
- Well respected in their field of work with contacts that can be of assistance to the charity
- A strategic thinker, able to navigate and understand multiple stakeholder relationships
- Understanding and accepting of the legal duties required
- Able to commit the time needed for the position
- Board Members are expected to hold all matters related to the business dealings of Dance City in strict confidence.

SKILLS

- We are looking for new Board members with knowledge and expertise in a range of areas. You will not be expected to take on sole responsibility for these areas as the board is collectively responsible for its actions and decisions. We hope board members will contribute to a range of matters drawing on their individual interests and skills. In particular we welcome hearing from people with skills and experience including:
- Dance
- Finance & Accounting
- Marketing & Communications
- Food & Beverage/Hospitality
- Health
- Fundraising
- IT & Estates
- HR
- We actively encourage applications from who self-identify as black, Asian, ethnically diverse, LGBTQIA+, neurodiverse, disabled. We also welcome applications from people under 30 years of age.

APPLICATION PROCESS

- You are invited to apply by sending your CV together with a description of what you feel you can contribute, including areas of specialism you can bring to the Board and examples of how you meet the requirements of the role.
- Your application can be in written, video or sound recording format. Please also include details of any business or other interests which might give rise to conflicts of interest, and how you would address this should your application be successful, plus any other information, including other board or advisory roles, that you think will help the panel.
- APPLICATION DEADLINE: 5 JULY 2025
- Please email your application to anand.bhatt@dancecity.co.uk with 'Board Member Application' in the subject box. Please complete the equal opportunities monitoring form. The information will help us monitor the fairness and effectiveness of our selection processes and identify barriers to selection. Your answers will be kept strictly confidential and used for statistical monitoring purposes only; they will not be seen by the individuals making the appointment.
- If you have any access requirements and need support with the application process, please contact Anand Bhatt at Dance City: anand.bhatt@dancecity.co.uk
- Dance City is a National Portfolio Organisation (NPO), receiving core funding from Arts Council England. When making an application, please read the Arts Council's Relationship Framework (www.artscouncil.org.uk/sites/default/files/download-file/ACE_RelationshipFramework.pdf). If you are inducted to the Dance City Board you will receive the Dance City funding agreement and annual feedback letters.

SELECTION AND INDUCTION PROCESS:

- In line with our recruitment process for Board members, interested candidates will be invited to meet informally with a board member and CEO/AD where you can discuss the role and highlight how you would wish to contribute to organisation – e.g. specific areas for support e.g. Finance. Your application will be taken to a full board meeting for approval if selected.
- If you are invited to join the Board, we will ask you to provide details of a referee who has personal knowledge of your achievements.
- Once you have been invited to join the Board there will be a period of induction. You will receive all appropriate Dance City policies and procedures along with an outline of role and the Charity Commission Essential Guide to being a Board Member.
- You will also be invited to attend at least one Dance City class or event, asked to sign a Board Member Registration Form and a Declaration of Interest Form and requested to provide a biography and photograph for the Dance City website.