

HIGH TIDE

"This small, passionate company is a force for good"

Sir Nicholas Hytner, HighTide Patron



Trustee Recruitment Pack

Jan '24



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**ARTS COUNCIL
ENGLAND**

LANSONS | TEAM FARNER

HighTide is appointing three new trustees to the Board to support the ongoing work of the theatre company. They will bring a passion for theatre and new writing combined with an interest in the East of England.



About HighTide

Based in the East of England and launched in 2007, HighTide has produced and toured over 60 productions and supported hundreds of artists, showcasing the very best of British new writing talent. Our productions are political, diverse and joyful and allow our writers the space to ask questions about the world around them and articulate their dreams, fears and passions.

Our alumni include the playwrights **Jack Thorne, Vinay Patel, Ella Hickson and Theresa Ikoko**; and directors including **Chinonyerem Odimba, Michael Longhurst, Kate Wasserberg** and **Roy Alexander Weise**.

Our co-producing partners have included the National Theatre, the Royal Court and Manchester Royal Exchange.

An Arts Council England National Portfolio Organisation, the company is also supported by major arts funders including the Esmée Fairbairn Foundation.

HighTide is run by **Clare Slater** Artistic Director and CEO.

Our artistic mission

HighTide is a writer-centred theatre company, touring new plays by East of England playwrights across our home region and beyond. We run creative writing programmes in our communities to support young people to find their voice, and a writer development programme that creates the space for East of England playwrights to thrive.

We are committed to ensuring everyone, from all backgrounds, can encounter the joy and power of theatre.

HighTide holds the climate crisis in its name; a daily reminder of our responsibility to act now - with imagination and creativity. We see climate and social justice as inextricably linked and are restless in our belief that theatre can help rehearse a better future for us all.

On everything we do, we work in partnership, locally and nationally. We believe that collaboration makes better theatre, as well as more lasting, positive social change.

Our 2030 vision

For our playwrights:

By 2030, the East of England will be a celebrated seedbed of exceptional, diverse and thriving playwriting talent.

For our communities:

By 2030, targeted storytelling and creative writing skills will have reduced educational deprivation and increased well-being in our home region.

For our industry:

By 2030, HighTide will have proved that it is not only possible, but creatively exhilarating, to become a net-carbon-positive company.

For us as a company:

By 2030, HighTide will still be a nationally celebrated new writing company, led by our values and with strong financial resilience.



Our values

- Inclusive
- Ambitious
- Collaborative
- Kind and candid
- Dedicated to writers
- Focussed on the East of England

"HighTide provides young people with the opportunity to explore, develop and find a bit of joy. I've seen the wonderful changes we've had in terms of confidence and increased vision. HighTide's work is phenomenally good."
Tibbs Pinter, CEO, 4YP

"I can't express how much I've felt seen and heard by HighTide. The team has been so generous with their time, truly holding safe spaces for artists to make work their own, unique, boundary-pushing ways."
**Writer participant in
'School of HighTide' project**

Could you be one of HighTide's new Trustees?

Are you...

- passionate about new writing in theatre?
- keen to use your expertise and networks to support theatre and creativity in the East of England and beyond?
- interested in gaining governance experience in small-scale arts charity, with hands-on support opportunities?

HighTide is looking for three new Trustees to support the mission of the company. We will be shortlisting individuals with expertise in one or more of the following areas:

- **Charity and/or theatre finance.** This individual will Chair our Finance and Audit Committee. (Trustee position currently held by Liz Fosbury, Chief Operating Officer, National Theatre.)
- **Education and/or the arts in school settings.** This individual will support our new strategic strand of literacy work in primary schools in Suffolk. (New trustee position.)
- **Literary contracts and/or best practice in supporting writers.** This individual will support us in our mission to be writer-centred. (Trustee position currently held by Leah Schmidt, Founder and Director The Agency.)



The HighTide Board is currently chaired by Tim Clark (former Senior Partner, Slaughter and May). Please note: Tim is retiring as HighTide Chair later this year. We will be recruiting his successor in April/May. All Trustees will have the opportunity to be a part of the new Chair recruitment process and will be welcome to apply for the position themselves.

As an East of England based organisation, we are particularly keen to hear from applicants based in, or meaningfully connected to the region.

Each Trustee brings a unique range of skills and experience and we encourage people from all backgrounds to apply. HighTide is committed to equality, equity and diversity. We welcome interest from applicants with backgrounds which are historically underrepresented in the arts – such as those who have experienced barriers due to their working-class origins; are from the global majority; or who identify as d/Deaf or disabled.

Previous Board experience is not necessary.

Key Accountabilities of a Trustee

- To approve, understand and support the strategic direction for HighTide, including its vision, aims and strategies consistent with our values.
- To take ultimate responsibility for the governance and administration of the charity while delegating management and administration to the CEO/Artistic Director.
- To review regularly the charitable purposes and monitor the context and operating environment in which HighTide works and to address emerging issues which may impact on strategy, implementation or reputation with key stakeholders.
- To recognise the importance of Arts Council England's 'Let's Create' strategy & its Investment Principles, supporting the Executive to realise progress against them.
- To ensure that HighTide functions within the legal and financial requirements of a registered charity as well as applicable codes and standards – including artistic, health and safety, data protection and diversity.
- To approve strategic plans, budgets, annual accounts, reserves policy and position, and to monitor and evaluate the progress of the organisation against its strategic aims, objectives and financial targets.
- To sit on appraisal, recruitment and disciplinary panels as required.
- To emphasise a culture of openness and support the Executive Team to deliver excellence through clear and considered governance.
- To support the charity's crucial fundraising efforts and cultivate new opportunities.
- To advocate for HighTide and act as an ambassador and champion.
- To support the recruitment and appointment of Executive team members, when necessary.

Terms and Expectations

- Trustees are expected to attend four board meetings per year, where possible in person but with digital provision for those with access needs. Board meetings take place in a mixture of locations in the East of England and London.
- There is also one annual Board Away Day to support strategic planning.
- Finance & Audit Committee members are expected to attend four additional meetings per year, held online.
- Trustee roles are unpaid, voluntary positions.
- Travel expenses to meetings will be provided, where appropriate.
- Trustees attend HighTide performances, programmes, and fundraising events.
- The position will be a five year term, with the option to extend for up to a further three years.

Useful Links

[HighTide's Company House Accounts](#)
[HighTide's current Board](#)

The Process

To apply, please send us:

1. Your CV
2. A short letter (no longer than two pages). Please detail:
 - your interest in becoming a HighTide Trustee
 - your suitability for the role in general
 - which of the Trustee areas we're currently recruiting (finance, education, literary contracts) best suits your expertise.
3. An Equal Opportunities monitoring form, which you can fill out [here](#).

Please send applications to chair@hightide.org.uk

Deadline for applications: Monday 4 March 2024, 12 noon

Shortlisted applicants will be invited for an informal conversation with members of the Board of Trustees and Executive Team on **Tuesday 19 and Wednesday 20 March 2024.**

Prospective applicants may, if you wish, informally discuss the opportunity before applying:

Tim Clark (Chair)
chair@hightide.org.uk

Leah Schmidt (Deputy Chair)
deputychair@hightide.org.uk

Clare Slater (Artistic Director CEO)
clare@hightide.org.uk



"A welcome reminder of how intimate and ambitious theatre can be."

The Stage