

# HIGH TIDE

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

Sir Nicholas Hytner, HighTide Patron



## HighTide Chair Recruitment Pack

Apr '24



Supported using public funding by  
**ARTS COUNCIL  
ENGLAND**

**LANSONS** | **TEAM  
FARNER**

HighTide is appointing a new Chair of 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 and experience of charity governance.



## 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 HighTide's new Chair of the Board?

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 giving your governance experience to a small-scale arts charity, with hands-on support opportunities?

HighTide is looking for a **new Chair of the Board** to support the mission of the company. We will be shortlisting individuals with charity or other governance capability and experience - but previous Chair experience is not necessary. As an East of England-based organisation, we are particularly keen to hear from applicants based in, or meaningfully connected to the region.

The HighTide Board is currently chaired by Tim Clark (former Senior Partner, Slaughter and May). Tim is retiring from the Board in November 2024, having served his full two terms.



Each applicant will bring 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.

## Key Accountabilities and Duties of a Chair of the Board

### Governance, Strategy and Culture

- To approve, understand and support the strategic direction for HighTide, including its mission, vision, and values, and lead the Board in being consistent, with those values.
- To take ultimate responsibility for the governance and administration of the charity while delegating management and administration to the Artistic Director/CEO.
- To provide leadership to the Board and ensure the effective contributions of its members
- To set the agenda for Board meetings, in collaboration with the Artistic Director/CEO.
- To run Board meetings as effective spaces for open discussion and clear decision-making.
- To emphasise a culture of openness and support the Artistic Director/CEO to deliver excellence through clear and considered governance.
- 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 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 equality 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 (including ACE's Investment Principles).

### Management of Artistic Director/CEO:

- To line manage the Artistic Director/CEO, acting as a regular sounding board and offering candid advice and support.
- To support the Artistic Director/CEO in key stakeholder relationships, when necessary, including Arts Council England.
- To lead an annual appraisal of the Artistic Director/CEO.
- To sit on staff appraisal, recruitment and disciplinary panels as required.
- To lead the recruitment and appointment of the Artistic Director/CEO, when necessary.

### Management of The Board:

- To lead a bi-annual Board Skills audit process, assessing and addressing any gaps in the collective knowledge base.
- To keep all Trustees fully engaged and the skills fully utilised.
- To run an annual programme of individual Trustee appraisals, including a 360 degree appraisal of the Chair.
- To lead recruitment of new Trustees, where necessary.

### Fundraising and Championing:

- To help lead the charity's crucial fundraising efforts including supporting existing stakeholder relationships and cultivating new supporters.

- To engage in discussions of fundraising strategy and work closely with the Advisory Council, ensuring HighTide's fundraising efforts are maximised.
- To support HighTide's relationship with Arts Council England.
- To advocate for HighTide and act as its ultimate ambassador and champion.

### **Terms and Expectations**

- There are four board meetings per year, attended 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.
- The Chair would be expected to join the Finance & Audit Committee, attending four additional meetings per year, held online.
- The role is an unpaid, voluntary position.
- Travel expenses to meetings will be provided, where appropriate.
- The Chair is expected to attend HighTide performances, programmes, and fundraising events.

The position will be a five year term, with the option to extend for 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 HighTide Chair of the Board
  - your suitability for the role in general
3. An Equal Opportunities monitoring form, which you can fill out [here](#).

Please send applications to [chair@hightide.org.uk](mailto:chair@hightide.org.uk)

**Deadline for applications: Monday 20 May 2024, 12 noon**

Shortlisted applicants will be invited for an informal conversation with members of the Board of Trustees and the Artistic Director/CEO on Tuesday 4 June 2024.

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

**Tim Clark** (current Chair) [chair@hightide.org.uk](mailto:chair@hightide.org.uk)  
**Clare Slater** (Artistic Director/CEO) [clare@hightide.org.uk](mailto:clare@hightide.org.uk)



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

The Stage