



## About us

Swamp Circus Trust is a registered charity and limited company working within three business areas: entertainment, community and education. Swamp Circus Trust was founded in 1993 and works independently from its sister company Swamp Circus Theatre, which was founded in 1986. The business currently functions in three regions: South Yorkshire, Midlands and South West. The South Yorkshire office is based at The Magna Centre, Rotherham and was established to provide a high standard of circus artists and touring shows to events, to deliver curriculum enhancing workshops, to be a key runner in arts based regeneration and raise the profile and accessibility to circus training within the community.

## What is a director?

Our directors are volunteers who are engaged in working with us at a senior level. This includes involvement in management, strategic development and other activities connected to the development of our company.

## Why join?

This is a fantastically rewarding opportunity to become part of England's longest serving contemporary circus company. As a board member you will have the opportunity to play an active role in the development of a dynamic arts company that has already had a threefold increase in turnover and staff levels over the last three years. Board membership can be an excellent way of gaining valuable high level work experience or an opportunity to give something back.

## What sort of person are we looking for?

We are looking for committed dedicated professionals with a passion for the arts and / or community development. Ideally trustees should have a background in at least one of the following management fields: marketing, finance, business administration, the community sector, regeneration or the arts.

As we move into 2009, Swamp Circus Trust is in a strong position to grow its community sector and continue to raise the charity's reputation for its commitment to arts based community cohesion and regeneration. The company is looking for someone with the passion, enthusiasm and creative nature to be key players in making this happen.

## We are looking for directors who have:

- A background in at least one of the following management fields: marketing, finance, business administration, the community sector, regeneration or the arts.



- A commitment to community development / regeneration
- A commitment to work with our paid staff to develop our organisation
- A willingness to devote the necessary time and effort to play an active management role in developing Swamp Circus Trust.
- A strategic vision to develop our company as a creative social enterprise.
- Good, independent judgement
- An ability to think creatively
- A willingness and confidence to represent Swamp Circus Trust at events.
- An understanding and acceptance of the legal duties, responsibilities and liabilities of directorship
- An ability to work effectively as a member of a team
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### **What we will be expecting our directors to do?**

The main areas of responsibility for the board of directors are to work alongside Swamp Circus paid staff to:

- Take legal responsibility for the organisation and all its actions.
- Contribute actively to the managing director's role in giving firm strategic direction to the organisation, setting overall policy, defining goals, setting targets and evaluation of performance against agreed targets.
- Work with the managing director on strategic management and to monitor his/her performance.
- Play an active role, alongside paid staff to ensure the financial stability of the organisation.
- Ensure that the organisation complies with its governing documents i.e. its constitution and memorandum and articles of association, company law and any other relevant legislation or regulations.
- Work with paid staff to develop active and effective policies and procedures.
- Ensure that the organisation pursues its objects as defined in its governing document.
- Ensure that the organisation applies its resources exclusively in pursuance of its objects (i.e. the company must not spend money on activities which are not included in its own objects, no matter how worthwhile or charitable those activities are).
- Safeguard the good name and values of the organisation.
- Protect and manage the property of the company's and to ensure the proper investment of the company's (not for profit) funds.



In addition to the above, each director should use any specific skills, knowledge or experience they have to benefit the company and help it play a greater role in the community. This may involve passing on opportunities to paid staff, leading discussions, focusing on key issues, providing advice and guidance on new initiatives.

### **What is the time commitment?**

Directors serve for an initial maximum period of 3 years. They can stand for re-election after that period if they wish. Every year 1/3 of the longest standing directors have to resign and then choose whether they wish to stand for re-election.

The Board meet quarterly, with an AGM in March. At the AGM, Yorkshire based directors also meet with directors from Cornwall.

Directors are expected to:

- attend board meetings and will also require time to read the necessary papers prior to the meeting – approximately 2 hours every 2 months
- Serve on sub groups working with paid staff on specific areas of company development. These are likely to include a focus on marketing, fundraising, business planning and project development.
- Attend the AGM and if possible any ad-hoc meetings which may be called during the year.
- Represent Swamp Circus Trust at external events.
- Attend any training sessions that Swamp Circus Trust may organise for directors and if appropriate attend joint staff/director training sessions.
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### **What support is given to new board members?**

Swamp Circus Trust will offer new directors:

- An induction session with other board members
- An induction pack which covers:
  - Our aims and objectives
  - Your responsibilities as a director
- A copy of our October 2006- 2009 Business Plan, our last three years audited accounts and minutes from recent team meetings.
- We are currently looking for funds for an away day to focus on the development of the 2009 – 2012 business plan
- We will also identify further training opportunities that will enable them to effectively fulfil their role.



## Our Aims and Objectives

**Mission Statement** - Striving to benefit communities through circus and theatre activities.

### Aims

- (i) To provide training facilities and classes in new (non-animal) circus and physical theatre (these include juggling, mime, acrobatics, aerial, balance, dance, movement and other activities related to new circus and physical theatre and expression and are hereafter referred to as 'new circus').
- (ii) To develop training courses in new circus to be recognised and accredited by training agencies and educational bodies
- (iii) To enable the development of co-ordination and motor skills amongst people who would not normally develop their full potential through conventional games and sports
- (iv) To promote and develop the therapeutic and educational qualities of new circus amongst the disadvantaged of all abilities and disabilities.
- (v) To work for the benefit of the community by encouraging and providing opportunities for learning and participating in new circus regardless of age, sex, ability and origins
- (vi) To work towards animal welfare and communicate all positive steps for the preservation of our natural environment

### Objectives outlined in our current business plan include:

- To establish Swamp Circus Trust as a significant player in the cultural and community regeneration of South Yorkshire within 2 years.
- To provide circus training to a minimum of 500 young people per year in South Yorkshire.
- To update and improve quality control mechanisms to ensure the maintenance of quality service, using a formally recognised quality assurance system e.g. PQASSO.

### How do I put myself forward?

Send a copy of your CV along with a short statement (up to 2 sides A4) expressing why you are interested in becoming a Swamp Circus Trust director to [Tim@swamptrust.org.uk](mailto:Tim@swamptrust.org.uk)

He will forward this to our directors who will then be in contact shortly. They will then contact you to let you know if they would like to invite you for an interview.

If you would like to know more about us please visit [www.swamptrust.org.uk](http://www.swamptrust.org.uk) and or contact our office on 01709 828 477

