**A logo for a arts festival

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**British Arts Festivals Association (BAFA): Opportunity to join the Board of Trustees**

The **British Arts Festivals Association (BAFA)** was founded in 1969 and is the national development agency for arts festivals, representing some 70 members across the UK. BAFA members cover a broad swathe of the festivals industry, including individual single art-form and multi-arts festivals, festival groupings, individuals, universities and associated organisations.

We are seeking to augment our existing committed Board of Trustees by recruiting enthusiastic and knowledgeable individuals with experience and expertise in one or more of the following areas:

* Arts and cultural policy
* Advocacy and campaigning
* Network and alliance development
* Governance

In addition, we are particularly interested in recruiting Trustees with relevant skills and experience to contribute to our Environmental Sustainability and Equity, Diversity and Inclusion subgroups, and with knowledge of the literature festival sector. We welcome applications from candidates who bring a working understanding of festivals, but a current role within festivals is not essential.

Board meetings are held remotely 5 times a year, and applications are invited from across the UK.

For more information please contact: Sharon Canavar (BAFA Co-Chair) at Harrogate International festivals – sharon@harrogate-festival.org.uk

**Application Information:**

**Introduction:**

The **British Arts Festivals Association (BAFA)** was founded in 1969 and is the national development agency for arts festivals, representing some 70 members across the UK. BAFA members cover a broad swathe of the festivals industry, including individual single art-form and multi-arts festivals, festival groupings, individuals, universities and associated organisations, including members from the BBC Proms and Cheltenham Festivals to Camarthen Bay Film Festival, Edinburgh Napier University, East Neuk Festival and Ventnor Fringe Festival. BAFA members work across a range of sizes and locations, ranging from very large organisations with significant staffing to voluntarily run festivals, and operate in a range of locations across England, Wales and Scotland, in rural and urban settings.   
  
BAFA works with its members to raise the profile of festivals, lobby on issues relevant to the sector and to offer tailored support, networking and development for festival organisers, enabling its members to develop extraordinary events in a stable, creative and supportive environment.   
  
BAFA connects arts festivals together in order to create a **support network** for each other, with members enjoying access to a wider network of their peers and nationwide stakeholders. This includes a programme of events providing conferences, as well as working with partners across the UK and across Europe through its membership of the European Festivals Association.

BAFA is a member of Creative UK and works closely with sister networks, development agencies and lobbying organisations to represent the festivals sector, with representation through the Events Industry Forum, Live, Creative UK’s Trade Body Network, USAN and others.

This is an exciting opportunity for the right people to join the Board and contribute to the vision and ambitions of BAFA. We are looking for people with the commitment and skills necessary to act as effective ambassadors for the Association. We are also keen to encourage applications from a range of age groups, cultures and backgrounds in order to add to the diversity of the Board.

Commitment: Board Members are expected to attend approximately 5 remote meetings per year whilst reading all relevant papers and making personal preparation beforehand. The positions are voluntary.

**Essential Requirements for all Board Members**

* Be flexible, willing to learn and open minded, contributing to the Board as a team player.
* Have empathy with the aims of the organisation and to familiarise themselves with the business of the BAFA, its Memorandum & Articles of Association and their responsibilities as Trustees, in order to be able to listen, question and challenge effectively.
* Have time to fulfil the role effectively, in order to actively contribute their expertise and time in furtherance of the Mission & Objectives of BAFA, not only in Board and Sub-Group meetings but through extra work as required.
* To maintain confidentiality of Board business
* To declare any potential conflicts of interest to BAFA at the earliest opportunity

In addition, each Board Member is bound to:

* Execute the responsibilities of a company director according to the principles of BAFA, the law and ethical standards of the UK and of the Charity Commission.
* Take responsibility (with fellow Trustees, the Executive, staff team and volunteers) for overall good governance of the organisation
* Ensure a current knowledge and understanding of relevant policy, practice and legislation applicable to the Arts and Festivals sectors
* Act in a professional manner in executing the duties of a Trustee
* Represent BAFA as appropriate and/or asked in a variety of settings

**Vision, mission, values & goals:**

**Our vision**

BAFA manages a responsive and supportive environment for arts festivals to connect, create and inspire. Through tailored support of our members and our work in speaking for the arts festivals sector, we help festivals fulfil their creative ambitions. We champion the extraordinary work of this vital but often undervalued fabric of our arts ecology and believe that we are stronger together.

**Our mission**

Arts festivals occupy a unique space in their communities: they entertain, inspire and engage their audiences, create pride in their place, and connect people through the power of creativity.

BAFA is a community of arts festival professionals, dedicated to recognising the work of our members and harnessing their potential, enabling festivals to be more sustainable in a challenging cultural climate.

* We **encourage connectivity** through networking and communication, understanding the unique needs and goals of the festivals we work with.
* We know the challenges festivals face and **reassure our members** that their problems have been faced by others in our network. We **facilitate connections** that can help solve some of these issues.
* We believe that festivals are successful because of the amazing teams that run them, and a BAFA membership is an **investment in your people**.
* We support arts festival teams to **fulfil** not only the **potential** of these organisations, but their own potential as individuals. We’ll help you find new ways to grow and thrive, developing your professional expertise in order to create a **sustainable, resilient** career.
* We take a **personal approach**, meeting our members where they’re at and helping them get where they want to go.
* We’re here to **support our members**, to **advocate** for them – and the wider arts festival sector – and to be an extension of their team, **sharing our knowledge and expertise**.
* We provide a unique space **connecting the arts festival sector with academia**, enabling research and helping the next generation of festival workers to gain experience and thrive

**BAFA values**

* Building community among arts festival professionals and connecting teams
* Championing the work of our members and advocating for their needs
* The sharing of knowledge and resources among our membership network
* Inspiring members to make space for creativity and finding fresh ideas
* Helping festivals achieve their goals and operate at their chosen level
* Professional development and supporting festival workers to thrive

**Goals**

* To increase the role of BAFA as a cultural sector expert and thought leader
* To grow BAFA’s role in advocacy and lobbying for the arts festival sector
* To create space for our members to network and reconnect with their values, aspirations and motivations
* To help the arts festival sector become more sustainable
* To shine a light on the work of our members and ensure that their achievements are recognised
* To build a holistic picture of the arts festivals sector that can be accessed by both our members and the wider arts community
* To support individuals with sector specific professional development
* To gain more members from Scotland, Wales, Northern Ireland and the North of England
* To help increase diversity within the sector – whether that is diversity of staff, audiences or artform

**Further information about BAFA:**

* [Charity Overview of British Arts Festivals Association on the Charity Commission website](https://register-of-charities.charitycommission.gov.uk/charity-search/-/charity-details/1010867)
* [Find out more about the British Arts Festivals Association here](https://www.artsfestivals.co.uk/)
* [More information on the Festivals Mean Business 2024 project](•%09https:/www.artsfestivals.co.uk/festivals-mean-business)

**Please ensure you provide the following:**

* A supporting statement which sets out how you meet the criteria above. Please provide examples from current and previous experience to demonstrate your ability to meet these criteria. Equally, the organisation is keen to understand your motivations for applying, your interest in the role and your empathy with the organisation and its beneficiaries.
* A comprehensive CV including details of your achievements in each role
* Trustee Eligibility Certificate (copy below)
* Details of two referees.

Applications should be marked Confidential and be marked for the attention of Sharon Canavar and e-mailed to [sharon@harrogate-festival.org.uk](mailto:sharon@harrogate-festival.org.uk) by **28 October 2024**

**Trustee Eligibility Certificate:**

**I,** (*insert name*), **am applying to be considered for selection as a Trustee of British Arts Festivals Association (charity reg.1010867) and certify that I am eligible to be a charity Trustee being aged over 18, of sound mind and not disqualified by law.**

**I can confirm I know of no reason that if this application was successful that there is no reason that the reputation of BAFA might be compromised or brought into disrepute.**

**Note:** The Charities Act 1993 disqualified anyone who:

* Has unspent convictions for offences involving deception or dishonesty.
* Is an undischarged bankrupt.
* Has at any time been removed as a trustee of a charity by the Charity Commission or a court of law because of misconduct.
* Is disqualified from being a company director under the Company Directors Disqualification Act 1986.
* Has failed to make payments under a County Court administration order.
* Has failed to make compositions (come to an arrangement) with his or her creditors and has not been discharged.

Our insurance also provides a wide-ranging service including protection for our Trustees and as such we would appreciate if the following questions can be answered in confidence.

Have you:

* any convictions or police cautions (except for motoring)? Yes/No
* any prosecution or caution for health and safety? Yes/No
* any declaration of insolvency, bankruptcy or been the subject of

bankruptcy proceedings or an Individual Voluntary Arrangement? Yes/No

* any CCJs or proceeding pending? Yes/No

* been a director or partner in any business which is or has been

the subject of winding up or administration order, receivership

proceedings or Company Voluntary Arrangement? Yes/No

* been the subject of a debt relief order nor are there any

applications pending? Yes/No

**Signed:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Dated:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please be sure to include this form duly completed with your application. If you are submitting your application via email and have been unable to sign this form, you may be invited to do so at a later date.**