



ARTISTS' BENEVOLENT FUND

HELPING ARTISTS DEVELOP AND
THRIVE

TRUSTEE CANDIDATE PACK

APRIL 2024

Introduction

The Artists' Benevolent Fund (ABF) is a registered charity that has been supporting artists in need for over 200 years. Today, ABF enables artists to launch, develop and sustain a professional career through its grant-making programme delivered in partnership with Higher Education Institutions. **We are currently seeking new trustees to help us continue our mission of supporting emerging contemporary artists.**

Following a significant legacy gift in early 2024, ABF is at the start of a new phase that will amplify the position of the charity as we enter our third century. Our strategic priority over the next five years is to scale up our grant-making activities, deliver greater and more wide-ranging support for artists in need, and thereby enrich and diversify the cultural landscape in England and Wales.

To achieve our strategic priorities, we will strengthen and diversify our Board-level governance through the appointment of new trustees who have the expertise and interests to help ABF identify new opportunities, as well as to support our ambitious team (currently a Director and Secretary) to take the charity to the next stage of its development.

Our priority is achieving diversity across the Board of trustees and we therefore welcome applications from all sections of the community. As an arts grant provider, committed to supporting artists in need, we recognise that ABF has a moral and legal responsibility to promote equal opportunities. Our current trustees bring a wide range of expertise to the charity and our intention is to recruit four new trustees this year who will further complement the Board's skills and knowledge. Increasing the number of trustees will also ensure we have a plurality of voices.

We are therefore looking for individuals with a background in at least one of the following areas: Equality, diversity and inclusivity; fundraising, charity law, wealth management and governance; PR & communications, specifically digital media, and a solid understanding of the commercial contemporary art world, both business sector knowledge and practical expertise.

ABF trustees meet formally for board meetings every three months. In addition, trustees are occasionally required to attend special ad-hoc meetings (both online and in person). Trustees provide their services on a voluntary basis and are currently not remunerated. Reasonable travel and expenses are reimbursed.

If you share our commitment to support artists to overcome barriers that they may experience in expressing their creativity through their visual arts practice, then we would be delighted to hear from you. Equally, if you are interested in fulfilling an alternative voluntary role but cannot commit to the term of office or the frequency of attending board meetings, we also have roles for ABF Ambassadors who can help raise the profile of the charity and identify new income streams.

Please refer to the section on 'How To Apply' for further information, or contact Olivia Mason, ABF Director for an informal conversation: olivia@artistsbenevolentfund.org.uk

Thank you for your interest in becoming an ABF Trustee. This voluntary role allows individuals to play an important and central role in the leadership of our charity and we value greatly the experience, expertise and commitment brought to achieve ever greater success for our support for artists in need.

About ABF

Our Vision

Participation in art and culture enriches people's lives. Through art we can express ourselves, share our perspectives on our world and our place within it and gain a greater understanding of the lives of others. We believe that difference and/or disadvantage of any form should never act as a barrier to participation, especially through creative expression.

Our Mission

The Artists' Benevolent Fund is committed to supporting artists overcome barriers they may experience in seeking to fulfil their ambitions to express their creativity through their visual arts practice.

Our Objects

The Artists' Benevolent Fund should be for the support of artists in need – namely, those experiencing economic, societal or physical or mental health issues - so that they are able to further their creative practice.

Our Values

As a charitable institution committed to supporting artists, the ABF strives to:

- Listen, learn and respond to artists' needs
- Be an engine for good, creating societal benefits through all that we do
- Be accountable to our beneficiaries and our board
- Improve environmental sustainability.
- Be a responsible investor and raiser of funds.
- Be inclusive and accessible.
- Support outstanding, distinctive, visionary artists from diverse backgrounds.
- Embrace and promote equality and diversity across all that we do and say.

Candidate specification

ABF welcomes applications from all sections of the community and will consider applicants for the role of a trustee on the basis of their relevant experience, qualifications, skills and abilities. We especially welcome applications from under-represented and marginalised groups. We would also like to encourage applications from candidates in the 18-25 age range who might not usually consider executive roles of this kind but whose insights we would value. This can include former ABF Fellows. Over the coming months, we will recruit four new trustees to join ABF's Board, prioritising candidates who will champion and bring insight across one or more of the following areas:

1. Income generation: fundraising and HNWI networks
2. Equality, diversity and inclusivity
3. PR & communications, specifically digital media
4. Contemporary Art world, business sector knowledge

In addition, we anticipate applicants will demonstrate some or all of the following criteria:

- Leadership, in business, finance, or the cultural sector (including a Higher Education Institution), with an awareness of the fiduciary and financial responsibilities of charity trustees
- Alignment with ABF's purpose, vision, values and objectives, as well as its organisational structures and resources.
- An understanding of the context in which ABF operates and the needs and priorities of contemporary artists particularly around socio-economic and mental health issues
- Experience of creating and developing new models of support and philanthropic networks in the arts or not-for-profit sectors
- Expertise and networks in the visual art world, in either commercial or not-for-profit sectors
- Knowledge of current cultural policy at a national level, particularly as regards funding
- Support for ABF's operational team (Director and Secretary) in their dealings with stakeholders and partners, and also external parties such as the media and the public.

Trustees will be invited to join ABF's Board because they have something special to contribute due to their skills or experience in a particular area, such as the arts, higher education, fundraising, marketing, or business leadership, always in collaboration with the rest of the board.

Duties & Responsibilities

ABF is governed by a Board of Trustees who are responsible for the following duties:

- Setting the overall strategic direction, defining objectives and setting targets and evaluating performance.
 - Observing the Charity Bye Laws, charity and company law and other regulatory requirements.
 - Safeguards the name and values of the charity
 - Safeguards financial stability, including approval of the annual budget and deciding on major resource issues.
 - Providing the Director with constructive guidance on new initiatives.
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Time Commitment & Term of Office

Taking into consideration the frequency of Board meetings (four times a year), travel time, special ad-hoc meetings, the necessity to read reports and other information, the time commitment is estimated at the equivalent of three days a quarter.

Trustees are currently unpaid, although reasonable travel expenses are reimbursed. Normally Trustees are asked to commit to a 3-year term on the Board and serve for a maximum of 2 terms. Before making an application, you should think carefully about your availability now and in the future.

Eligibility

The law places certain restrictions on becoming a charity trustee. For example, you cannot be under the age of 18, previously been removed from trusteeship of a charity by a Court or the Charity Commission, disqualified under the Company Director's Disqualification Act 1986, or been convicted of an offence involving deception or dishonesty (unless the conviction is spent). If you are in any doubt about your eligibility or conflicts of interest, visit the Charity Commission website at www.charitycommission.gov.uk

Equal Opportunities

Having a diverse board of trustees is important to ABF, as we look to gain a broader view of how we might help aspiring artists from a wide range of cultures and backgrounds.

We are committed to equality of opportunity in our activities. We encourage people from a variety of backgrounds with different experiences, skills, and stories to join us and influence and develop our working practice. We would be particularly interested in hearing from candidates who reflect the wider artistic community, particularly those who have lived or professional experience of the socio-economic issues that affect this industry.

How to Apply

To apply for a role as an ABF trustee please submit a short cover letter (no more than one-side of A4) and CV outlining why you would like to be a trustee and what experience you bring to Olivia Mason, Director at olivia@artistsbenevolentfund.org.uk by **Thursday 16 May at 12 noon**.

If you have a disability and would like to submit your application in an alternative format, please contact us. If you would value an informal conversation about being an ABF trustee, or if you require any of this information in an alternative format, please contact Olivia Mason.

Recruitment Timeline

W/c 20 May | Shortlisted candidates invite to join a preliminary online meeting with ABF's Chair
Friday 7 June | In-person interviews ahead of Board meeting.

Data Protection

The information that you provide as part of your application will be used in the selection process. All information about you will be securely held, with access restricted to only those involved in dealing with your application. Unless you are the successful candidate, your data will be kept for 12 months and then destroyed. By submitting your application, you are giving your consent to your data being stored and processed for the purposes of the selection process. Data will be processed and stored in-line with the General Data Protection Regulation' and ABF's Privacy Policy which can be found at www.artistsbenevolentfund.org.uk/privacy-policy