



ZoieLogic Dance Theatre (ZLDT)

Chair of the Board of Directors

Job Description - what the role involves

Role	Chair - ZoieLogic Dance Theatre Board of Directors
Overview	The Board of Directors comprises the Non Executive Directors (NEDs) and the CEO/Artistic Director. The Chair of the Board is a Non-Executive Director who has a strategic leadership role working closely with CEO/Artistic Director Zoie Golding. The NEDs support the development and strategic leadership of ZLDT. The Chair is a member of the NED Board and also Chairs the Advisory Board.
Purpose	To guide and support the Artistic Director and the Board in the development and journey of the company.
Length of service	A minimum 3 year term in post is expected. The new Chair will operate as Chair Designate for the first 6 months, working alongside the Interim Chair to ensure a smooth transition.
Expenses	This is a voluntary role with travel expenses and access costs including childcare paid.

Chair Activities

The Chair will:

- Chair the Board of Non-Executive Directors
- Be part of the Advisory Board of 19 members
- Provide independent leadership and clarity of purpose, ensuring that the community's interests are being served by the company's activity.
- Offer guidance, support, expertise and an objective perspective to the Executive Team on strategy, operations, organisational development, commercial and financial affairs, and risk management.
- Advocate for ZLDT at local, regional and national levels.

NED Board activities

Non-Executive Directors are expected to bring strategic leadership to one or more of the following areas of work:

- Finance and Quality
 - Review financial controls to ensure they are adequate and effective
 - Agree and review budgets, monitoring against actual performance
 - Monitor timeliness and completeness of financial reporting

- Governance & Compliance
 - Lead by example in demonstrating best practice in governance
 - Embed and champion the Code of Governance for the Voluntary Sector across both NED and Advisory Board.
 - Ensure that the company complies with its Memorandum and Articles.
 - Ensure that the Non-Executive Directors and the Advisory Board's purpose and responsibilities are understood, used and reviewed regularly by the Non-Executive Directors.

- Development
 - Champion and facilitate the Non-Executive Directors to undertake development work to improve the way in which they operate.
 - Review participation and functions of both Non-Executive Directors and Advisory Board.
 - Non-Executive Directors will ensure that ZLDT learns from best practice advice, particularly from Arts Council England, Esmee Fairbairn and other key funders and stakeholders.

- Equity, Diversity, Inclusion & Belonging
 - Consider how meetings are structured and when and where they take place – making changes could improve access and make both boards more inclusive.
 - Actively champion and contribute to the development of ZLDT's EDIB policy and practices.

- Artistic Programme
 - Provide a strategic sounding board for artistic programme developments, allowing encouragement and support of risk.

- Community Engagement
 - Support implementation of the Creative Engagement strategy ensuring that the engagement methods adopted are appropriate to the communities of interest and the findings reported with authenticity.

- Advocacy and Communications
 - Advocate for ZLDT at a local and regional level
 - Attend key events



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Person Specification - who we are looking for

We recognise that the experience, qualities and skills we are looking for can come in many forms. We encourage ambitious people to apply even if they don't meet all the criteria below, and are committed to investing in potential.

Experience

Sector Experience	An appreciation of the arts / cultural sector at both a national and Southampton level Experience of commercialisation of work
Governance Experience	Knowledge and understanding of Public/Voluntary Sector Governance Experience of being on or working closely with a Board in a senior capacity

Qualities, skills and approach

Key relationship management	Ability to nurture a strong and collaborative relationship with the Artistic Director and wider team
Capacity to lead	Committed to the organisation Strategic vision – able to understand the big picture, long-term visioning and offer strategic challenge Capable to handle contentious issues Able to understand management information data Able to motivate internal and external partners to perform and collaborate Capacity to devote appropriate level of time to the organisation and to be a visible Chairperson
Leadership style	Empowering Approachable Altruistic A changemaker
Personal attributes / approach	Confident Approachable Accessible Reflective Listener Focused Innovator Not overly formal

	Wishes to make a difference to people's lives
Ability to manage relationships	Flexible Inclusive Ability to communicate with and engage a broad range of people Calm Non-judgemental
Ability to advance the organisation	Willing to use personal connections to advance the organisation Able to influence people Appreciation of Southampton – its' communities, economies and cultures