

**BIG
BURNS
SUPPER**



Board Member Recruitment Pack

We are seeking three new trustees to join us at a very important stage in our development as we get ready to scale up our artistic and community programmes, as well as scoping a vision for the Loreburn Hall with a range of dynamic community partners.

Big Burns Supper is the trading name of our co-operative which oversees the delivery of several major projects including Big Burns Supper Festival which runs in January, Le Haggis, Dumfries Community Choir, Producers of the Future, Dumfries Carnival and a range of other social projects that help us achieve our purpose.

We would love to hear from you!

Rachael MacDougall
Chair of the Board



Our story is pretty remarkable. We are an independent cultural organisation that was set up by our community in 2011 to bring culture to our town. Over the last 12 years, we have helped develop a renewed focus of arts and culture in South Scotland, playing a critical role in the development of our position, our profile and our place. But most of all, we made our community stronger and more connected.

What makes us unique is we are a social co-operative, and we exist because our members make monthly donations or contribute time to help us achieve our purpose. We have over 750 members who are local people who support our ambitious vision for arts and culture in Dumfries. This makes us one of the biggest community arts organisations in the UK, and we are continuing to grow.



Social capital, connection and community wealth is at the heart of everything we do. We exist to provide people with experiences that help them connect with their wider community.

We are a very unique social co-operative made up of a wide range of different members of our community who all contribute something positive to our grass roots organisation. Some of our members commit their time and energy, whilst others make a monthly donation which supports our running costs.

Over the last 12 years, we have grown our membership body significantly, bringing some of the biggest names to Dumfries & Galloway through our annual festival in January as well as growing our cultural and social programmes that benefit members of our community year-round.



Our Values

We give people a chance

We are prepared to take risks

We are ambitious about the quality of our programmes

We are in love with our audience

We are collaborative and help each other

Big Burns Supper is an independent curator and presenter of performance and community arts. Our three cornerstones are

- We raise the profile of our place within UK, Europe and internationally.
- We create culture that offers our audiences and participants an experience they will never forget, and as a means for social connection.
- Our organisation continues to thrive, and we deliver a balanced portfolio of projects that are sustainable into the future.





Principle Duties

To enable the organisation to meet its aims, trustees should perform the following functions:

- Set and maintain the vision, mission and values of the organisation.
 - Develop direction, strategy and planning.
 - Ensure the organisation has the structure and resources for its work.
 - Establish policies and procedures to govern organisational activity, including guidance for the board, volunteers and staff.
- Establish systems for reporting and monitoring.
 - Manage risk and ensure compliance and accountability with the governing document, external regulators and the law.
- Make certain that the financial affairs of the organisation are conducted properly and are accurately reported.



Our expectations

Our trustees meet at least six times a year through board meetings as well as some social events that are designed to bring our wider membership together.

We meet both in person and online, particularly with sub-groups.

We provide training regularly which highlights the ethical standards of governance which are expected by trustees in Scotland.

Our officers prepare board papers for our trustees which you are expected to engage in by reading them ahead of board meetings. We also run sub-groups in fundraising and finance, and trustees are also welcomed to volunteer at some of our projects

Some volunteers work in an entirely advisory capacity, whilst others like to get involved with the wider social membership. Everyone's contribution is valued, and we welcome any approach to working with us.

Trustees are appointed for three years, and this includes a probationary period of six months which gives us both times to understand what the role requires.



About you

You will be a role model for our wider membership, the young people we work with and the artists and associates who work with us.

Living or working in South Scotland or having a very good connection to the area.

You will be involved in helping make decisions, so some degree of subjectivity and fairness is required to help us behave positively with our internal and external stakeholders.

Ideally you would have some business management experience from a range of backgrounds including commerce, social development, health and wellbeing or arts and culture. Perhaps you run your own business or have had experience running a project.

It would be great if you were familiar with budgets, financial reporting or cash flow management as our officers' present budget changes to trustees meetings which you are expected to scrutinise.

Our growth is underpinned by our network strength, and it would be great if you were connected to wider networks or untapped markets that we are interested in exploring.

You need to be politically aware of the changing world and how local and government works with the third sector.

Audience development and growth is at the heart of our work so some degree of awareness of social media would be useful to us.

It would be great if you had experience working with another charity or a project with social aims, but this is not essential as we will provide training.

Terms

Reporting to: Chair of Board

Rate of pay: Voluntary, expenses covered

Probation period: 6 months

To Apply

Please send a CV and a covering letter outlining how you meet the role specification by 12th March at 5pm to graham@bigburnssupper.com

Interviews

Held in March

Post Starts

3rd April.





Our portfolio

LE HAGGIS

**ELECTRIC
THEATRE**
WORKSHOP

Queer Flaggis

DUMFRIES
**YOUTH
THEATRE**

**PRODUCERS
OF THE FUTURE**

**HIGH
TEA**
A VINTAGE
EXPERIENCE

DUMFRIES
**COMMUNITY
CHOIR**