Sept 24th, 2020

**Finance Trustee**

Description of role & How to apply

Camden People’s Theatre (CPT) is seeking a skilled finance trustee. You will provide financial oversight to the board as well as advice on finance-related matters. The charity is at a significant point in its 25-year history. Having grown our operations significantly over the last 8 years, and with a transformational capital development project due to take place between Nov 2020 - Mar 2021, we are entering a new phase of business and financial modelling, which is hugely exciting. But with the huge challenge faced by the cultural sector in the wake of Covid-19, we must now be more entrepreneurial than ever. We are therefore seeking a creative and experienced trustee with an accounting background to support our activity at this pivotal time.

CPT actively encourages applications from people who identify as female, LGTBQIA+, working-class, people with disabilities and those from Black, Asian and Minority Ethnic backgrounds.

We are keen to hear from people with all levels of experience. If you have not acted as a trustee before and would like to find out more about what the role would entail, please contact our Chair, Isobel Colchester [isobelcolchester@googlemail.com](mailto:isobelcolchester@googlemail.com).

**Term:** 3 years, with a maximum of 2 terms

**Annual time commitment:** Attendance at four board meetings, one strategic development day, remote liaison with the joint-CEO’s, bookkeeper and accountant, participating in the life of the organisation between board meetings; attending performances, advising staff members, acting as an ambassador for CPT and supporting fundraising initiatives.

**Wage:** unpaid voluntary position

**Location:** Meetings will generally take place at Camden People’s Theatre, 58-60 Hampstead Road, London, NW1 2PY

# About CPT

CPT is a central London studio theatre, dedicated to supporting young and emerging artists making inventive new theatre – particularly about issues that matter to people right now. By doing so, we champion different ways of thinking about and living in the world. Our work is rooted in the communities of Camden and London, and through it, we celebrate the bold, the spirited and the unconventional. By presenting a diverse range of voices and perspectives on our stage, our work speaks to an audience reflective of the makeup of the UK.

In the forthcoming period we have three key priorities:

* To deliver our capital development project and re-launch with a new business model
* To find innovative ways of surviving the Covid-19 crisis while delivering on our charitable aims and supporting our community of artists and local residents to thrive during this challenging time
* To play a pivotal role in the diversity of artists entering the field of contemporary theatre

“This atmospheric little venue punches way above its weight in supporting the future of British theatre” - critic Lyn Gardner, 2019.

CPT is one of the UK’s most influential small theatres, with a national reputation for supporting early-career artists, radical programming (in both form and content), high-quality community engagement work and for the diversity of our artists and audiences. CPT has been making theatre in Camden for 26 years, contributing significantly to UK theatre, working with (and often helping launch the careers of) groundbreaking artists e.g. Fevered Sleep, Chris Thorpe, Emily Lim (who now runs the National Theatre’s Public Acts programme), Scottee, Common Wealth and Nouveau Riche (*Queens of Sheba; Typical*).

Recent examples of our work have included: *Common People*, a festival celebrating working-class voices and experience; our in-house production *Human Jam,* co-created with our community choir to address local concerns around High Speed Rail 2 (and to mark our 25th anniversary); the UK tour of our ‘Come As You Are’ festival that reached trans, non-binary and gender-queer audiences in venues nationwide; and *A Day in the Life*, a new beatbox/dance performance created by thirty-five 4-16 year-olds living on our local Regent’s Park estate.

As a ‘people’s theatre’, CPT is deeply embedded in its community. We work hard to enable local people’s creativity and enhance social cohesion. (“Welcoming, inclusive, creative & life-affirming. I have learnt a lot in so many ways that will seep into all parts of my life" – participant feedback, 2019.) Our engagement activity is rooted in the principle of co-design. E.g. in response to local demand we founded Camden Youth Theatre, which has engaged over eight hundred 13-19 year-olds, for free, since 2016.

Find out more at [www.cptheatre.co.uk](http://www.cptheatre.co.uk)

# About the Role

Skills & Experience

* Qualified accountant
* Ability and experience in both a strategic and operational finance capacity
* Appreciation of the operation of finance in a small business and charity environment
* Effective working collaboratively with a range of stakeholders
* Strong communication skills
* Flexibility in approach to role and responsibilities

General

* Commitment to supporting the mission and objectives of Camden People’s Theatre
* Willingness to act as an ambassador for Camden People’s Theatre
* Genuine passion and interest in the work Camden People’s Theatre undertakes

Key responsibilities

* Attendance at Board meetings - typically 4 throughout the year, currently hosted only
* Attendance at annual strategy away days
* Regular liaison with Chair and joint-CEO’s between board meetings on all relevant financial matters
* Ad hoc advice and support to the joint-CEO’s on finance-related matters
* Regular review of the financial position of the charity & oversight of its financial reports, records and accounts
* Input into the strategic direction of the charity
* Advocacy and fundraising
* Attendance and support at CPT events

**How to Apply**

Please send an expression of interest and a CV to [kaya@cptheatre.co.uk](mailto:kaya@cptheatre.co.uk) by Monday 16th November. Prospective board members will be invited to attend an interview shortly after. Please note that interviews will likely take place online.