

## Trustee Application Information (October 2023)

**We are looking for individuals passionate about cinema and the arts to join our Board of Trustees at Curzon Cinema and Centre for the Arts.**

### The Curzon

We are an independent, single-screen community-based cinema in Clevedon that is also a growing arts venue at the heart of the community serving customers across North Somerset and beyond. We present a wide programme of events and activities for existing and new audiences. Our website has full details of our events and film screenings: [www.curzon.org.uk](http://www.curzon.org.uk)

As one of the oldest, continuously running cinemas in the world, entertaining local people since 1912, our building, archive and collection embody the architectural, social and technological history of film.

Curzon Cinema & Arts is a charity with over twenty years of business history and financial records. We have never received core support from public organisations, though have been awarded grants for specific projects. Operating surpluses are returned annually to the charity from our separate trading company. The charity also receives rental income from our tenants in the shops and licensed premises that form part of our building.

### Our values

- **Creative** - as a unique independent cinema we strive to be challenging and creative with our programme, offering the best of contemporary, art-house, classic and heritage film, complemented by ambitious and entertaining events.
- **Community-focused** – we are proud to respond to and reflect our loyal, local community, offering collaborative and outreach opportunities. Our staff code of conduct states that we champion equality and diversity and are respectful to customers and co-workers.
- **Ethical & Sustainable** – the Curzon Cinema pays the Real Living Wage and strives to function as a sustainable business.

### Our people

The day to day running of the cinema and arts venue is in the hands of our **CEO, Andrew Caddy**, who manages a team of paid staff and volunteers.

Andrew is a Fellow of the Association of Chartered Certified Accountants and has worked in the cultural sector for eleven years. He joined the team at Curzon Cinema and Arts in February having previously held senior positions at Brighton Dome and Festival and Southbank Centre in London. Of the many things he's come to cherish about the cinema, he most of all enjoys hearing the love that everyone he's met locally has for the building, the role it has played in the town's history, and how much people enjoy coming to see films and events here.

The Board of Trustees is currently:

**David Sheridan – Chair**

David qualified as a solicitor in 1980 and was Managing Partner of a local law firm for 26 years. He has wide experience of management including staff, marketing and premises matters as well as legal understanding of leases and the property and company law. He was previously a long-standing director of another local charity. David has been interested in film and the arts throughout his life.

**Daniel Cheesman – Treasurer**

Daniel has over twenty years' experience working for charities supporting children, families, disability and equality. Before joining Jessie May as CEO in 2022, he led both the disability charity 'Paul's Place' and LGBTQ+ charity 'Switchboard.' Throughout his career Daniel has made it his mission to make a difference to the lives of others. He believes in working with others collaboratively and in partnership to get things done and improve ways of doing things. On his first visit to the Curzon, Daniel fell in love with the authenticity of the building and its character and is now thrilled to sit as a Trustee.

**Cara MacMahon**

Cara joined the Board in early 2018. She has wide experience in film, arts and the voluntary sector. She was previously CEO of Voluntary Action North Somerset (VANS) and is currently project officer for the Weston Heritage Action Zone project. She served on the fundraising development board for the SS Great Britain and her extensive heritage expertise is invaluable to the Curzon.

**David Turner**

David held senior positions with local planning authorities for many years including locally. He has a keen interest in economic and social regeneration, having worked with many communities to help them express and realise their ambitions. He sees the Curzon acting as a beacon for the wider cultural regeneration of Clevedon and North Somerset. David served on the Project Board for Phase 1 of the Curzon restoration project.

**Katie Lee**

Katie began her career in fundraising in 2008 and has worked in leadership positions at a number of charities. She has experience of fundraising across all charitable income streams in various sectors including healthcare, rights, international development with extensive experience working in arts & heritage. Prior to fundraising, Katie worked largely for the BBC during her eight years in media, creating documentaries for the small screen and latterly working as a BBC Radio 4 Producer. She now works as a freelance Fundraising Consultant.

**Tara Judah**

Tara has over ten years of experience working in cinema exhibition and as a film critic and editor. Embarking upon a doctoral candidacy at the University of West England, in

collaboration with Watershed and the University of Exeter, Tara's research focuses on the role of independent cinema in the age of on-demand culture.

### **Board Meetings**

The Board meets around six times a year. Meetings are usually held early evening at the Curzon and are face to face. There is an additional annual Board Away Day and Trustees are asked to attend the Annual General Meeting.

### **Who we are looking for**

We are particularly interested in hearing from individuals with knowledge, experience or interest in one or more of the following:

- Heritage buildings
- Building restoration and maintenance project management
- Health and safety
- Marketing and publicity
- Film and cinema industry

This is an excellent opportunity to make a meaningful impact on the future of a popular and treasured community cinema and arts centre in based in Clevedon and serving North Somerset and beyond.

We recognise that people from the global majority are not represented on our Board and we actively encourage applications from people from these under-represented groups. We also encourage applications from all age groups, subject only to a legal minimum age of 18 years.

### **Key Responsibilities**

Trustees are responsible as outlined by the Charity Commission for England and Wales for:

- Making sure the Curzon is carrying out its purposes for the public benefit
- Complying with the Curzon's governing document and the law
- Acting in the Curzon's best interests
- Managing the Curzon's resources responsibly
- Acting with reasonable care and skill
- Making sure the Curzon is accountable

### **How to Apply**

If you are interested in this role, we would love to hear from you. Please email our Chair, David Sheridan, at [David.sheridan@curzon.org.uk](mailto:David.sheridan@curzon.org.uk) with a CV if you have one and a brief outline telling us why you are interested in becoming a trustee and the qualities and experience you could bring to the role.

*Prior to appointment, successful applicants must sign a formal Declaration confirming that they are not for any reason legally disqualified from being a Company Director. Any data that you share with us in your CV and supporting letter will be used for recruitment purposes only. Only the people involved in shortlisting, recruitment and any 'onboarding' checks will have access to the data. Your data will not be shared outside of Curzon. Your data will be destroyed after the application process. For more information about our privacy policy, please visit [Privacy Policy - Curzon Cinema & Arts](#) .*