

# BRIDPORT ARTSCENTRE

## TRUSTEE RECRUITMENT COVER LETTER

Bridport Arts Centre is moving forward. In consultation with the trustee board, our Director, Claire Tudge has defined an inspiring vision for our future based on “all the arts for everyone” and through dialogue and discussion we have crafted a clear strategic plan.

We are now seeking more trustees to strengthen and complement the existing board.

We are looking for people to join our trustee board who have an interest in and passion for the arts, community, and the environment to become an active member of the trustee team and contribute to effective decision making at Bridport Arts Centre.

We are particularly looking for specific skillsets. Please apply if you have experience relating to:

- Communications and/or engagement
- Fund-raising, particularly for a charitable organisation
- Publishing and/or literary development
- Buildings / facilities management

You are not expected to know everything, only to bring yourself and your experiences to inform our overall decision making. Your responsibilities, according to the Charity Commission, will be to:

- Ensure the arts centre is carrying out its purposes for the public benefit
- Comply with the arts centre’s governing document and the law
- Act in the arts centre’s best interests
- Ensure the arts centre is accountable
- Manage the arts centre’s resources responsibly
- Act with reasonable care and skill

Being a trustee gives you the opportunity to make a difference to the success of the arts centre. Trustees are responsible for monitoring that the arts centre is being run properly and fulfilling everything it is supposed to be achieving. You will be provided with more information if you become a trustee and the opportunity for a buddy should you want one.

Applications to become a trustee are welcome from all members of the community. Young people, carers, young parents, people with disabilities, the LGBTQ+ community and people of the global majority are all especially welcome to apply.

Trustees are not paid, however trustees can receive expenses for travel and agreements can be made to pay expenses for anything which would otherwise limit your ability to perform as a trustee. We mainly hold our meetings in person and can arrange hybrid in person and online.

To apply, please see the information pack. We accept applications in writing or by video.

**Closing date for applications: 5.00pm Monday 23<sup>rd</sup> February 2026**