

ilkley literature festival

Trustee Recruitment Information



Background

Ilkley Literature Festival (ILF) is the organisation behind the longest-running literary festival in the north of England. Established in 1973, over the years we have built a reputation for curating a wide-ranging programme of high-quality live literature events, for our commitment to cultural diversity, our support for emerging and mid-career writers, and our innovative work with children and young people both in and out of school.

In recent years, ILF has presented a two-week long festival comprising between 150-200 events at venues in and around Ilkley, Leeds and Bradford, attracting audiences of 22-25,000 people. Additionally, we run year-round writer development programmes for children, young people and adults, residencies and competitions for new and emerging poets, and creative community outreach initiatives spearheaded by our annual Fringe festival.

ILF is proud to be an Arts Council England National Portfolio Organisation and to also receive support from Bradford Metropolitan District Council. The organisation is a Charitable Trust and Company Limited by Guarantee with an annual turnover of around £400,000. Pre-Covid 19 restrictions on live events, we generated 60% of our funds from earned and contributed income streams, including ticket sales, sponsorship, donations and memberships.

Future Strategic Direction

In January 2020, ILF completed a strategic review to identify ways to increase our relevance, resilience, and artistic vision in light of changes within the regional cultural ecology and the release of Arts Council England's 'Let's Create' strategy for 2020-30.

The review identified key findings which were used to create a refreshed set of aims and objectives and a new ambition to grow the reach of our work creating an umbrella organisation working across four clearly defined activity areas:

- Creative Communities;
- New Writing and Talent Development;
- Live Literature Events;
- Children and Young People.

We also intend to expand the geographic reach of our year-round work, extending and refocusing our creative learning and development programmes in consultation and partnership with our wider local communities in the Bradford District and South Craven.

ILF believes in providing access to cultural experiences and creative activities by:

- **Taking advantage** of our geographic location to act as a cultural bridge between artists and audiences living in Yorkshire's urban cities and those living in its rural towns and villages.
- **Encouraging and inspiring** enthusiasm for books, words, reading and writing by providing opportunities for all readers – avid and reluctant – to meet, hear, and learn from the finest contemporary writers, poets and performers.
- Actively **supporting** professional and emerging writers, providing platforms on which to present their work, advance their professional development and reach new audiences.
- **Delivering** accessible, inspiring and relevant artistic, cultural and educational experiences to local communities in Bradford and Craven Districts.
- **Stimulating** children and young people's creativity by encouraging a love of words and stories, and providing opportunities for them to discover, learn, create and share diverse experiences through writing and reading.

Over nearly five decades, we have developed a strong reputation for creating innovative connections between writers and readers, of attracting the very best of UK and international writing talent, a significant track record of commissioning new work and a commitment to providing opportunities for writers from under-represented communities.

Our ambition for the next five years is to evolve ILF into a fully-formed year-round literature development organisation, providing diverse and inclusive cultural experiences and creative activities that open minds, inspire curiosity, increase empathy and improve communication.

Who we are looking for:

To support this evolution, we are seeking to appoint a number of new Trustees to bring more diverse points of view, life experiences, skills and abilities to the Board.

We are particularly interested in hearing from...

- People who live or work in other Bradford District areas, particularly Keighley, and areas of the Craven District, particularly South Craven.
- People from groups and backgrounds currently underrepresented on the Boards of cultural organisations, including:
 - people who are Black, Asian or another ethnic minority
 - people under 35 years of age
 - people with a disability or disabilities
 - people who identify as LGBT+
 - people of a working-class background
 - people with education/training backgrounds which don't include a university/higher education degree.
- People with experience in the following areas:
 - Finance
 - Working with young people aged between 3-18 years
 - Human resources and people management
 - Fundraising for charities
 - Commerce and business development
 - Publishing
 - Communications, marketing and publicity
 - Digital media and technology.

ILF is committed to eliminating discrimination and promoting equality and diversity in our workforce and employment practices, in the work we undertake, and in the provision of all our services. We therefore expect all Trustees, staff, freelance and sessional workers to be willing and able to make a positive contribution to the promotion and implementation of our Equality and Diversity policy.

Responsibilities of Trustees:

- To ensure the effective, efficient administration and financial stability of ILF.
- To ensure that the organisation complies with its governing document, charity law, company law and any other relevant legislation or regulations.
- To provide leadership in setting the strategy, structure and direction of the organisation to enable it to fulfil its artistic and charitable purposes.
- To act as ambassadors and advocates for ILF.
- To ensure there are satisfactory systems of control in respect of legal, operational and financial risk management.

- To be available for meetings of the Board of Trustees and certain Board committees as required. Meetings are usually held on Thursday evenings.

More information from the Charity Commission:

- [Charity Trustee: What's involved](#)
- [The essential trustee: what you need to know, what you need to do](#)

How to apply

To express interest in becoming an ILF Trustee and joining the Board, please submit:

1. A comprehensive current CV including two references.
2. A covering statement supporting your application (approx. 500 words / one side A4).
3. A completed copy of our Equal Opportunities Monitoring Form ([download here](#)).

Please e-mail your application to Erica Morris, Director, at:
erica@ilkleylitfest.org.uk.

Closing date for applications: **Friday 30 October 2020.**

Interviews will take place either in person or via Zoom as convenient week commencing **9 November 2020.**

If you would like an informal conversation about joining the Board of Trustees prior to submitting an application, please contact Erica by email to arrange a mutually convenient time.