

**CREATIVE**

C R A W L E Y

Trustees Recruitment Pack 2023



## ABOUT CREATIVE CRAWLEY

### The story so far

Following a public consultation by Crawley Borough Council in 2019 led by our now Creative Director, Louise Blackwell, a group of local arts, community and business leaders mobilised and raised some money to develop the organisation, build new partnerships and produce a festival which happened in January 2021.

Creative Crawley exists to champion creative people and to create the best environment possible in Crawley for them to flourish. In partnership, we will develop the reputation of the town as a creative place beyond its boundaries.

In these challenging and ever shifting times, we aim to create a haven of creativity in Crawley where anyone who wants to can try new things, meet new people and explore their potential through creativity.

Ultimately our goal is that each person in Crawley will have access to & agency in deciding what creative activities take place, each new economic development will have creativity at its heart and internationally renowned artists will live, work & play in Crawley making it a place that is celebrated as a tolerant, vibrant & creative place.



## ***Vision***

Our vision is for Crawley and the people who are there to be fulfilled, vibrant and thrive through creativity.

## ***Mission***

With gentle tenacity and kind energy we champion creative people and their creativity as a catalyst for positive social change in their lives.

## ***Values***

Create: creativity and creative acts are at the heart of what we do

Support: we develop the ideas & talent of creative practitioners to make the best work they can in Crawley and beyond

Include: anyone who wants to join in, can

Surprise: we encourage people to expect the unexpected.

Listen: we take time to respond to what people tell us and remain nimble enough to respond

Collaborate: we work with people to become more than the sum of our parts

## Achievements to date

*It has brought something new and exciting to Crawley, supporting both footfall and the local economy. Survey respondent 2022*

In 2019, following a report commissioned by Crawley Borough Council exploring the current arts and culture offer in the town, a group of local people, passionate about arts and culture and its potential to make a positive change in Crawley emerged and began working together on the *Right Here Festival* under the banner of *Creative Crawley* led by independent producer Louise Blackwell. Despite the challenges of 2020 the group continued working together and in July 2021 a Charitable Incorporated Organisation (CIO) was formed with nine trustees and Louise Blackwell as Founding Creative Director. The stated charitable aims are ‘the advancement of arts and culture for the public benefit in Crawley , West Sussex and the surrounding area, in particular but not exclusively, by the provision of public performances, installations & workshops.’

In our first 2 years of activity, we’ve begun to understand the creative ecology in Crawley and beyond and how we might be useful within it. You can watch a film about the Story So Far [here](#)



Image of Saaj Raja by Jacob Punter for the Right Here festival





We have developed partnerships with Crawley Borough Council, Crawley Town Centre Business Improvement District, Crawley College and a range of local businesses, community organisations, professional creatives and arts organisations to deliver our programme since 2021.

We sit on Crawley Borough Council's Towns Deal Board and are the Managing Agent of [Creative Playground](#) (Arts Council England's Creative People and Places programme for Crawley).

We are currently based at Crawley College who give us an office space in kind that stores some of our kit and has enough room for 6 people to work in.

In a June 2022 survey, 97% of respondents said Creative Crawley has had a positive impact on the town centre.



## *Aims & objectives*

**To support and develop the infrastructure for creative workers in Crawley**

**To shine a light on Crawley as a cultural landscape for the rest of the UK and beyond**

**To celebrate and support everyday creativity for and with people in Crawley**

**To create a kind and robust business model for Creative Crawley that supports staff, artists and participants and maximises their potential**

*Please keep doing what you are doing. It's great to see so many 'different' events and activities happening in the town centre. People expect the normal stuff but what you are doing is creating new and interesting conversations and reasons to visit Crawley.*  
Survey respondent 2022

# CONTEXT

## Governance

Creative Crawley is a Charitable Incorporated Organisation (CIO), the objects of which are:

To develop the reputation of Crawley in West Sussex, UK as a creative place beyond its boundaries for the benefit of the general public with particular focus on but not limited to those who live, work and study in the town.

It is governed by a constitution which was adopted in July 2021

## Trustees

Creative Crawley CIO has a board of trustees who are responsible for strategic decision-making. There are currently 8 trustees, with scope to increase this to 12. The Chair of Creative Crawley is Steve Sawyer, Executive Director, Manor Royal BID.

## Advisory Group

The Trustees were appointed from the original Advisory Group set up in January 2020. It is intended that a series of sub-groups (task and action groups) will be formed when necessary to focus on particular areas of development (such as Access or Health and Well-being for example) and to ensure the organisation is listening and responding to a range of different voices. The exact form of the sub-groups is to be decided.





## Staff team

To date, all delivery team members have been paid on a freelance, project basis. Louise Blackwell (Creative Director) has driven the company so far.

It is intended that a staff team will be developed and ultimately employed on a PAYE or freelance basis as and when income allows.

## Creative Director

The Creative Director is given executive authority by the Board of Trustees to put its decisions into effect. Our current Creative Director is Louise Blackwell, an independent arts producer who was born and grew up in Crawley.

When applying to set up the CIO the following decision making process was outlined:

- *Trustees agree the vision, mission and values of the company*
- *Trustees appoint appropriately qualified staff (inc. Creative Director)*
- *Creative Director presents a strategic plan to achieve vision and mission*
- *Trustees discuss, develop and agree*
- *Creative Director presents annual programme plan*
- *Trustees discuss, develop and agree programme plan*
- *Creative Director presents evaluation framework for individuals projects and overall programme*
- *Trustees review evaluation and annually review programme*

Image of Grace Sall who took part in the Right Here festival

Image by Rosie Powell of Crawley Creatives Exhibition in the Ancient Priors, Crawley High Street, April 2023





PARVEEN KHAN



DAVE SAVAGE



VANESSA DELL



TONY WITTON



LAIBA BAIG



VICKI ILLINGWORTH



STEVE SAWYER



ADAM JOOLIA

## CURRENT TRUSTEES

**LAIBA BAIG** - Laiba is the Chairwoman of Crawley Youth Council and a Tik Tok influencer

**VANESSA DELL** - Vanessa was born and grew up in Crawley. She was a visual and community artist for twenty years. Vanessa is now the Art Teacher at Manor Green College and a champion of neurodiversity.

**VICKI ILLINGWORTH** - Vicki is Executive Principal of Chichester College Group.

**ADAM JOOLIA** - Adam is CEO for AudioActive, a company that provides better futures through music.

**PARVEEN KHAN** - Parveen is a member of Diverse Crawley.

**DAVE SAVAGE** - Dave is CEO of Crawley Community Youth Service (CCYS) is a community driven youth service which is open to all.

**STEVE SAWYER** - Steve is Executive Director of Manor Royal Business Improvement District (BID).

**TONY WITTON** - Tony is Chair of Crawley Festival and Arts & Culture Service Manager at Kent Council.



## THE ROLE OF TRUSTEES

### Job description – what will they do?

This is a voluntary position. We will meet quarterly in Crawley or online. Each meeting is about 2 hours long. In between meetings, the Trustees are expected to attend events and meetings, read and contribute to board papers and advocate for the company. We estimate the commitment is approximately one day per month.

We are currently, specifically looking for Trustees with financial (charity and commercial), Human Resources and artistic leadership experience (particularly those with venue management experience).

We want to ensure our Trustees represent the diversity of Crawley in terms of age, gender, ethnicity and ability. Trustees can be aged 18+



## Person Specification – what are we looking for?

We're looking for people with experience in financial management, human resources and artistic leadership (specifically arts venue leadership). Local knowledge is desirable but not essential as current Trustees all live or work in Crawley. We need people who are willing to get their hands dirty and support our Creative Director in raising the profile of, raising funds for and developing strategic partnerships with Creative Crawley.

We'd like to meet people who believe in the power of arts and culture but don't necessarily work in the sector. People who are fun to work with, understand the different communities in Crawley but has a national and international outlook. Someone who is not doing it for the kudos but who has a real interest in making positive change in the town.

Other desirable attributes include;

- Demonstrable understanding of governance and strategic leadership
- Demonstrated success in strategic development of an organisation
- Track record of commitment to equality, diversity and inclusion
- Diplomatic skills to engage with diverse stakeholders and partners
- Ability to contribute to meetings and collaborate well
- Excellent networks and willingness to engage these networks to support Crawley's fundraising and partnership endeavours

# APPLICATION PROCESS

Please submit a CV and a statement outlining your interest in the role and what you can bring to it, by email to:

Louise Blackwell [louise@creativecrawley.com](mailto:louise@creativecrawley.com)

This statement can be submitted as:

- a covering letter (no more than 800 words)
- an audio recording (maximum 4 minutes)
- a video (maximum 4 minutes)

If you would like an informal chat about the roles please contact

[louise@creativecrawley.com](mailto:louise@creativecrawley.com)





**There is no deadline for submissions.**

Image of Graphic Rewilding by Baker & Borowski by Jacob Punter

**We are hoping to recruit up to four new board members by January 2024.**

### **Selection process**

Informal interviews will follow submission of your CV and a few paragraphs about why you'd like to join the board and what you can bring to the table. If we all decide to move forward together after that, we'll invite you to observe a board meeting and then you'll join formally the following quarter.