



PECKHAM PLATFORM DEPUTY CHAIR

ROLE DESCRIPTION

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| <p>Role Title Peckham Platform Deputy Chair</p> <p>Accountable to Chair of the Board</p> | <p>Salary Voluntary Position</p> |
| <p>About Peckham Platform Peckham Platform is a dynamic creative and educational charity. Our mission is to create positive change through meaningful social art practice. We believe that art has the unique power to engage people and bring communities together in order to make sense of the world around us. Since 2010, we have been developing and championing our co-commissioning model. This is a genuinely collaborative process between artists and the communities in our locality. Peckham Platform's role is one of facilitation; to promote co-production right through to exhibition, installation or event.</p> | |
| <p>What we are looking for We are seeking a Deputy Chair to join our Board of Trustees at a time of significant change. We have won a competitive tender from Southwark Council to run our new gallery in the redeveloped Peckham Library Square. Our new permanent home will have more space, better facilities and a greatly expanded programme of free cultural events. As the Deputy Chair, you will have the opportunity to make a real impact on the organization as we move into our new building in 2020.</p> | |
| <p>Accountabilities</p> <ul style="list-style-type: none"> • You will fulfil an active secretariat role needed to deputize the Founding Chairman of Peckham Platform. • You will prepare and support the development of papers and agenda items required for each board meeting. • You will monitor and actively follow up on any actions agreed within Board meetings. • You will establish and maintain excellent relationships with all trustees, creating a welcoming and inclusive environment for the successful management of board meetings. • You will be a reliable and punctual individual who regularly liaises with the executive staff team at Peckham Platform for the successful preparation of all board meetings. • You will have an interest in the arts and be willing to invest your time and energy to supporting Peckham Platform, helping the charity to disseminate and champion its objectives to a wide audience. | |



Skills, Knowledge and Experience

- Ability to deputise for the Chair at committee meetings, sub-committees, other meetings and events
- Ability to objectively evaluate, analyse and scrutinize information relating to the charity.
- Networking skills: able to engage different communities, audiences and stakeholders with the work of Peckham Platform
- Supportive and confident leadership and presentation skills.
- Perceptive communicator, ensuring everyone participates.
- Ability to work co-operatively and collaboratively with other Trustees and staff.
- An understanding of the legal duties, responsibilities and liabilities of trusteeship.
- An understanding of governance policies and procedures.
- An understanding of financial and budgetary management.
- A keen interest, knowledge and awareness of the work of Peckham Platform
- An understanding of our local communities and of the social, economic and political challenges facing Peckham and Southwark.
- Knowledge of equal opportunities.
- Ability to undertake a DBS check for safeguarding purposes

We are unable to take applications from individuals who fall into the categories described in sections 178 to 180 of the Charities Act 2011. This includes:

- Anyone who has an unspent conviction for an offence involving deception or dishonesty;
- Anyone who is an undischarged bankrupt;
- Anyone who has been removed from trusteeship of a charity by the Court or the commission for misconduct or mismanagement;
- Anyone under a disqualification order under the Company Directors Disqualification Act 1986;
- Anyone who has entered into a composition or arrangement with their creditors which includes an individual voluntary arrangement (IVA), and is currently on the Insolvency Service Register.



Time commitment and remuneration

The Deputy Chair is an unpaid role however all reasonable expenses incurred by Trustees will be reimbursed so that no individual is out of pocket as a result of their involvement with the charity. This includes reasonable cost of travelling to and from trustee meetings, cost of childcare while attending trustee meetings and to facilitate reasonable adjustments for a trustee with a disability.

There is a commitment to attend around 8-12 days a year to the business of the charity, including board meetings, committees and training. All trustees are encouraged to sit on or Chair a sub-committee relevant to their area of expertise. Trustees serve a maximum of two three-year terms from the date of appointment. After this time trustees step down for a minimum of one year before being eligible to stand for re-election.

Application process

How to apply

To apply to become Deputy Chair to the Board of Trustees for Peckham Platform, please forward a comprehensive up-to-date CV together with a supporting statement explaining how your skills and experience match the requirements of the role to: recruitment@peckhamplatform.com
Applications can also be posted to: Peckham Platform, Studio B4Q, Bussey Building, Copeland Park, 133 Copeland Road, Peckham, London SE15 3SN.

Please also provide the names, positions, organisations and telephone contact numbers of two referees. References will only be taken once your express permission has been granted.

You are also invited to complete and return the enclosed diversity monitoring form. The information on the form will be treated as confidential, and used for statistical purposes. The form will not be treated as part of the application.

Closing Date: 5pm on 9 March 2018.

Interview Date: TBC w/c 26 March 2018.