



## More Music, More Places, More People



Lydian Singers performing in the Winter Garden as part of Sheffield Festival Showcase Weekend 4-7 September 2021

# Trustee Information

## About Classical Sheffield

Classical Sheffield aims to bring together and share all the live classical music, in its broadest sense, being made in Sheffield and the surrounding area, as well as the people making it happen. Sheffield and its locality are home to several talented orchestras, a wealth of choirs from small groups to large choruses, dozens of brass bands and small ensembles, aspiring soloists, composers – music-makers from a variety of backgrounds. Our aim is to bring Sheffield’s amazing music-makers and event promoters together to share their music-making with more people in more places. As a collective we’ve held three hugely successful Classical Weekend Festivals, with the last one in March 2019 reaching over 10,000 people, introducing live music to thousands of new audiences, who reacted very positively:

*‘I was just passing and was mesmerised so I stayed longer’*

*‘Cheerful and uplifting’*

*‘Varied and enjoyable’*

*‘Beautiful and utterly captivating’*

Classical Sheffield has over 60 members, all enjoying the benefits of being part of this amazing family of music lovers. We welcome anyone involved in live music-making in the area, and our fees are kept modest so that membership is accessible to all.

We issue a weekly email with information on events and opportunities in the city, and recently this included updates of online activity as well as latest guidance on music-making during the pandemic. Events are also featured on our social media, providing promotional support for members and their concerts. When activity is happening, our website attracts nearly 30,000 visitors a year, and we have over 1,000 followers on both Facebook and Twitter and over 1,000 subscribers to our weekly e-newsletter.

## Outline information

Like many arts organisations, Classical Sheffield is a charity that has a board of trustees that leads the long-term strategy of the organisation, ensures our finances and legal aspects are in order, and offers advice, expertise and support to members. We are currently seeking new trustees who would like to be involved in our aim of bringing more music to more people in more places.

It is an exciting time for Classical Sheffield as we prepare to celebrate our 10th anniversary in 2023 with a weekend of music from 17-19 March. We are also looking at ways of supporting members with more events throughout the year and encouraging collaborations between music-groups so that music-makers of all ages come together to present amazing concerts.

We think that the best organisations have a diversity of voices, so we welcome applications from anyone regardless of their race, sex, disability, religion/belief, sexual orientation or age. In particular we are keen to hear from people who feel they are under-represented in live classical music-making.

## Roles and responsibilities of Trustees

Classical Sheffield's board members work with the Chair to ensure excellent governance and leadership of the organisation, taking it into the future. Board members will:

- be part of the team that drives the organisation towards its 10th birthday in 2023, expanding its impact across Sheffield and further afield
- provide strategic vision and leadership, supporting and contributing to an innovative and constantly evolving organisation through discussions at board level
- act as ambassadors for Classical Sheffield
- oversee the compliance of Classical Sheffield with its governing document, and the effective and efficient administration of the organisation and its long-term financial stability
- regularly attend, prepare for and take part in board meetings

The board is supported by a sub-committee that is responsible for Finance & Fundraising, and a separate Working Group focusing on producing Classical Weekend 2023. There is a freelance Coordinator who works for one day a week who is the point of contact for members, and supports their activity and events as well as the day-to-day administration of Classical Sheffield. There is also a Digital Officer who works for a few hours a week and takes the lead on the website and social media communications.

The Constitution allows for 12 trustees. The current Board comprises 9 trustees. The Constitution requires that one-third of the trustees (the longest-serving) must stand down each year; however they may stand for re-election, serving for no more than three consecutive terms in total.



## Time commitment

Classical Sheffield holds four or five meetings per year, at times to suit trustees as far as possible. Outside of meetings, board members may be called upon for advice or assistance according to their skills and experience. More time may be required in the run up to Classical Weekend 2023, and volunteering during the Weekend will be welcome.

The role is voluntary, but appropriate expenses can be reimbursed by agreement in advance.

## FAQ

- *Who are the current trustees?*

Jo Towler (Chair), Anne Adams (Chair of Finance & Fundraising Sub-Group), Michael Buxton (Treasurer)  
Ruth Bacon, Elizabeth Charlesworth, Bill Clarke, Jess O'Neill, Judith Sunderland, Robert Webb

- *Do I have to have previous experience of being on an arts organisation's board?*

Not at all. An induction pack is provided, and a 'trustee buddy' can also help if required.

- *Do I have to have a background in the arts?*

No – we want to hear from you whatever your area of expertise.

- *Who can I chat to about being a trustee?*

If you'd like some info about the role, contact Jo at [c.classicalsheffield@gmail.com](mailto:c.classicalsheffield@gmail.com) and you are also invited to attend a trustee meeting to see what happens and if you'd like to be involved.

## How to Apply

If you wish to stand for election as a trustee of Classical Sheffield, a nomination form will be sent to you upon request from Rose Wilcox, the Coordinator ([classicalsheffieldcoordinator@gmail.com](mailto:classicalsheffieldcoordinator@gmail.com)). Please note that only paid-up members are eligible to stand, propose or second someone standing as a Trustee. Nomination forms require completing by two members of Classical Sheffield. We request that anyone standing should attend the AGM (Thursday 20 January 2022) when trustees stand down and are elected.

The next trustee meeting is in person from 11:30-13:00 on **Weds 24 November**. If you would like to attend, please contact Jo at [c.classicalsheffield@gmail.com](mailto:c.classicalsheffield@gmail.com) for more info on joining us.

