



**Trustee  
Recruitment Pack**

**Council for Higher  
Education in Art and  
Design**

**Join CHEAD's active and supportive Board of Trustees to shape its future and deliver an exciting programme to ensure we to meet the evolving needs of our membership!**

We are so pleased that you are interested in becoming a Trustee with the Council for Higher Education in Art and Design (CHEAD). CHEAD is the representative body for art, design, creative media, and related disciplines in the higher education sector.

Our mission is to contribute to the development of the art, design and related community, its standing and stature as well as its engagement with the outside world. CHEAD provides a voice for and on behalf of its members and art, design and related disciplines higher education in the UK.

CHEAD has over 68 institutional members including all types of higher education institutions ie. small-specialist, Russell Group, post-92 university, public as well as privately funded.

We are here to support our members of which we have over 1,000 registered on our mailing list ranging from lecturers to Deans and Heads of School.

The CHEAD Board of Trustees is made up of nine elected Trustees, four co-opted Trustees and two expert Trustees. Trustees are drawn from our member institutions and work alongside two employed Directors working across a diverse range of programmes and projects.

This is an opportunity for someone who wants to play a significant part in the progress of an engaged, dynamic and active organisation, passionate about art and design higher education.

**We are looking for new Trustees who are passionate about art and design higher education and can bring diverse perspectives to our work.**

We are looking for people who can help us continue to grow our reach, influence and impact.

We encourage applications from those with less visibility in governance and leadership positions and specifically welcome applications from LGBTQIA+, disabled and colleagues of colour candidates. Self-definition is at the sole discretion of the applicant.

If you are interested in becoming a Trustee but aren't sure if it's for you, we are running a Trustee question and answer workshop session on Tuesday 12th December 2023 at 10am where you can learn more about the role, meet CHEAD Trustee Professor Catherine Dormor, and take the opportunity to ask questions about CHEAD and the Trustee role. However, you are welcome to contact us at any point for an informal conversation. We can tell you a bit about what it's like to be a Trustee, and you can ask any questions you need to before deciding whether to applying.

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# What is CHEAD?

The Council for Higher Education in Art and Design (CHEAD) is the representative body for the art, design, creative media, and related disciplines in higher education. CHEAD is registered as a Charitable Incorporated Organisation with the Registered Charity Number 1174589.

## A voice for Higher Education Art & Design

CHEAD provides leadership and an inclusive, cohesive body for and on behalf of higher education in the UK, advancing knowledge and understanding in the sector and promoting the sector's interests to others.

## Subject coverage

CHEAD focuses on art and design subjects; these subjects relate closely to other subjects – for example: media, performing arts, architecture, and art and design history – CHEAD welcomes interaction with and between these subjects.

## Mission

To advance the development of the art and design community in higher education and beyond, its standing and stature as well as its engagement with the outside world.

CHEAD connects research, practice, policy and people to harness creative and cultural resources to shape social change.

## Vision

CHEAD provides a voice for and on behalf of higher education art and design and related disciplines in the UK, advancing knowledge and understanding in the sector and promoting the sector's interests to others.

Recognised as the leading representative, influential and authoritative body for art and design in the higher education sector.

The membership organisation of choice, attaining a positive and trusted reputation with all partners and stakeholders, welcoming a wider context and diversity of perspectives for discussion and development whilst offering unique value to our growing membership.

A leading advocacy platform for the positive role of art and design higher education, widely consulted with by policymakers and practitioners in the creative industries and wider creative economy.

Recognised as the leading representative, influential and authoritative body for art and design in the higher education sector

# Our Board of Trustees

## Chair

Professor David McGravie

University of Chester

David is Pro Vice Chancellor / Executive Dean, Faculty of Arts Humanities & Social Sciences at University of Chester. With a background in product design and related fields, David has spent a large part of his HE experience working collaboratively with UK, EU and partners overseas.

## Co-Vice Chairs

Dr Roderick Adams

Northumbria University

Rod is Associate Professor, Deputy Head of Design and senior academic at the School of Design, University of Northumbria, UK. His work develops new interdisciplinary research that connects education and the professional practices of design. Central to his academic practice is a continual enrichment of a designed society powered by original creative knowledge.

Professor Alistair Payne

Kingston University

Alistair joined Kingston University in 2021 as Head of School – Art and Architecture, in the faculty of Kingston School of Art. Alistair leads the renowned portfolio of creative departments in Architecture and Landscape, Film and Photography and Fine Art.

## Treasurer

Dr Theresa Saxon

University of Central Lancashire

Theresa is currently Deputy Head in the School of Arts and Media at the University of Central Lancashire (UCLan), which is home to the subject areas of Art and Design and also the related fields of Media and Performing Arts. I am an experienced academic leader, and a Senior Fellow of Advance HE.



Professor Catherine Dormor

Westminster School of Arts

Catherine is currently the Head of Westminster School of Arts, University of Westminster, having previously been Head of Research Programmes at the Royal College of Art and Senior Lecture in Fashion at Middlesex University.

Dr Jacqueline Butler

University of the West of England

Dr Jacqueline Butler is a Scottish artist and educator, Dean and Head of the School of Arts and a member of the College of Arts, Technology and Environment Executive team. Jacqueline has experience as a trustee on executive, advisory and gallery boards.

Professor Richard Sawdon Smith  
Norwich University of the Arts  
Professor Richard Sawdon Smith is an internationally exhibiting and award-winning photographer. He is Professor of Fine Art and Programme Director for Fine Art and Photography at Norwich University of the Arts.

Professor Juliette MacDonald  
Edinburgh College of Art  
Juliette MacDonald is ECA Director of Faculty and Director. Juliette received her PhD from the University of St Andrews in 2003. She holds the Chair for Craft History and Theory at the University of Edinburgh. In 2020 she received the Hongqiao Friendship Award, in recognition of her role as an envoy for transnational education in Shanghai.

Roger Bateman  
Sheffield Hallam University  
Roger is the Head of the Department of Art & Design at Sheffield Hallam University. Roger is a member of the Department of Art & Design Leadership Team, a member of the Art, Design and Media Research Centre where his main research interests lie in design for sustainability and social innovation.

Dr Sian Vaughan  
Birmingham City University  
Sian is Director of Research for Art, Architecture and Design (UoA32) and Reader in Research Practice at Birmingham City University (BCU). Originally an art historian, during a higher education career spanning more than two decades, I have worked in a variety of roles: research assistant, undergraduate teaching,

Professor Paul Springer  
Falmouth University  
Paul is Dean of Academic Strategy at the University of the Arts London. He is a Professor of Communication and is a writer, speaker and consultant on digital marketing.



Louise O'Boyle  
Ulster University  
Louise is Associate Dean (Academic Quality & Student Experience) in the Faculty of Arts, Humanities & Social Sciences. She was formerly Head of Belfast School of Art, is a Senior Fellow of the Higher Education Academy (2014); ; Chair of the Group for Learning in Art and Design in Higher Education (GLADHE); and a full member of Centre for Higher Education and Research Practice, Ulster University.



# Who are we looking for?

We are committed to restructuring our systems at CHEAD to ensure that at all levels within the organisation, we are working towards equity, diversity, and inclusion. This means that we particularly want to ensure the organisation's Board is reflective of our mission to dismantle institutional models and hierarchies that embed inequality and discrimination within art and design.

Our Director of Equity, Diversity & Inclusion, Sophie Amono, is particularly keen to champion greater Board equity, diversity, and inclusion at CHEAD. Sophie's experience includes sitting on the BIMA Inclusion & Diversity Council, Creative Scotland Equalities, Diversity, and Inclusion Advisory Group, and British Council Arts New Narratives Advisory Board. She is on hand to discuss the opportunity with any underrepresented and underserved identities, and they can be reached at [sophie@chead.ac.uk](mailto:sophie@chead.ac.uk).

## Values and Experience

We are looking for Trustees who are first and foremost passionate about art and design higher education. Beyond that, we are looking for people who feel they can demonstrate the following:

- A commitment to the mission of CHEAD and a willingness to devote the necessary time and effort
- A demonstrable breadth and depth of experience at a relevant level in Art and Design HE, encompassing management, administration and teaching.



- A demonstrable commitment to championing diverse and inclusive practice and to uphold the organisations commitment to diversity
- An acute awareness of the issues facing the sector
- Independent judgement and strategic vision
- An ability to work effectively as a member of a team and to take decisions on behalf of the CHEAD membership.





# The Role of a Trustee

As a member of the Board of Trustees, you will be committed to ensuring the strategic oversight of the charity's decision making, sustainability and good governance. You'll do this by bringing skills, knowledge, experience and objectivity by:

- Contributing actively to the board of trustees' role in giving firm strategic direction to CHEAD, setting overall policy and defining goals
- Ensuring that CHEAD is carrying out its purposes for the public benefit
- Ensuring that CHEAD complies with its governing document (its Constitution), charity law and any other relevant legislation or regulations
- Ensuring CHEAD manages its resources responsibly and exclusively in pursuance of its objects
- Acts with reasonable care and skill, making use of skills and experience and taking appropriate advice when necessary.

Trustees have ultimate responsibility for directing the affairs of the charity, and ensuring it is solvent, well-run and delivering the charitable outcomes for the benefit of the public. Trustees must ensure that they carry out their charity's purposes for the public benefit, and act only in their charity's interests.

There is further guidance available on the Charity Commission website, including an essential 'What You Need To Know As A Trustee' guidance pack: [bit.ly/trustees-guide](https://bit.ly/trustees-guide)



## Positions available on the Board of Trustees in March 2024

We have three vacancies for Trustee roles in March 2024.

We are looking for people who can help us continue to grow our reach, influence and impact.

Trustees have ultimate responsibility for directing the affairs of the charity and delivering the charitable outcomes for the benefit of the public.



# Benefits of becoming a Trustee

It is appreciated that Trustees are already busy people and will be contributing even more of their time for the benefit of CHEAD and its general membership. The Board of Trustees runs as a relatively informal group and past members have almost all said how much they have enjoyed their periods of office, that as well as making a contribution to our sector, they benefited in many ways themselves.

Some of the benefits former Trustees have reported include:

- Satisfaction of being closely involved in the strategic planning and decision-making of a national body.
- Representing their own institutions at the highest level
- Always having the latest information and news of the sector
- Being aware of latest Government and Funding Council Policies and decision making
- Invaluable networking opportunities inside and outside of HE
- Promoting their individual institutions
- Opportunities to speak to national and international peers
- Other professional opportunities, eg presenting and speaking at events, advisory, involvement in case studies, consultation as a senior advocate, making useful new contacts

Opportunities to align individual interests with one of CHEAD's strategic themes: Advocacy, Research, Learning and Teaching, EDI and Leadership and working groups such as: EDI, Leadership Programme, Subject Associations and Learning and Teaching.

Past Trustees have almost all said how much they have enjoyed their periods of office, that as well as making a contribution to our sector, they benefited in many ways themselves.

# Benefits for member institutions

There is a compelling argument for institutions to support employees to take on Trustee roles. There are lots of benefits to both individuals and the institution in doing this including:

- Employee fulfillment
- Develop networks in the sector
- Cost effective personal development
- Gaining knowledge of art and design higher education sector issues

## Institutions

Institutions benefit as their employees gain board and networking skills and a sense of satisfaction and accomplishment they are contributing something back to the sector.

Many Trustees say that serving on a board is the best education they ever receive; dealing with real and often complex strategic, organisational and policy issues.

Institutions recognise that supporting staff to take up Trustee roles is a good way for their staff to share their knowledge and experience, while also offering them an exciting, alternative professional development opportunity, providing them with skills they couldn't pick up from traditional management training.

Institutions benefit by individuals having access to invaluable networking opportunities inside and outside of higher education and professional development opportunities, including speaking at a range of internal and external events and to national and international peers.



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# Terms of Appointment



Trustees are normally appointed for a minimum of 3 years, and may be reappointed to serve up to a maximum of 6 years. Trustees are not paid a salary or any other remuneration, except for reasonable out-of-pocket expenses if not covered by their member institution.

We have five board meetings a year, every three months, usually held at a Trustee member institution. Most Trustees commit to up to the equivalent of around 10 days per year to directly support the charities activities including:

- Attending and actively contributing to every CHEAD Trustee meeting held in October, December, March, May, and a residential away day in June.
- Participating in CHEAD events, especially the Annual Conference.
- Actively participating in and support the ongoing work of CHEAD including representation, research, general HE policy discussions, preparation of position papers and reports.
- Give their time to CHEAD pro bono.



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# How to apply

## Expressions of Interest

If you are interested and would like to know more about the role of a CHEAD Trustee, we hold Trustee question and answer workshops every year in the Autumn. These are informal workshops and there is no further or ongoing commitment.

If you would value an informal one to one conversation about becoming a Trustee, we would love to hear from you.

Please contact Anna Maloney at:

[anna@chead.ac.uk](mailto:anna@chead.ac.uk)

## Nominations

Elections for Trustee vacancies arising each year take place during the CHEAD Annual General Meeting which takes place in the the Spring.

In order to stand for election a candidate must be the main representative for a CHEAD institutional member, or have received the support of the main representative. Each institutional member can put forward one nomination.

No single institutional member may be represented by more than one Trustee on the Board.

A list of those member institutions already represented on the CHEAD Board of Trustees can be found here:

[www.chead.ac.uk/governance](http://www.chead.ac.uk/governance)

Individuals wishing to submit a nomination should complete a nomination form including an election statement which can be submitted in written, video or audio format via the CHEAD website. All nomination statements are then circulated to the main member with voting rights at each member institution and those members vote at the Annual General Meeting. Successful applicants are announced during the AGM.

## Successful applicants

A comprehensive induction process is in place to support new Trustees including a full briefing meeting with both CHEAD Directors and a one to one meeting with the Chair. Additional training can also be organised should this be required.







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[www.chead.ac.uk](http://www.chead.ac.uk)

[@CHEAD\\_UK](https://twitter.com/CHEAD_UK)

[info@chead.ac.uk](mailto:info@chead.ac.uk)