

SITE GALLERY

BOARD OF TRUSTEES APPLICATION PACK

We are seeking to appoint new Trustees to support the charity to take forward the vision and strategy for Site Gallery, its artists, visitors and communities. Trustees will draw on their life experiences and/or professional knowledge to enhance Site Gallery's work as we strive to invest in artists who are underrepresented in our sector, present an ambitious programme, engage with Sheffield's diverse communities and keep our facilities in great condition whilst minimising our carbon footprint.

Previous Trustee experience is not required.



Hello

Thank you for your interest in becoming a Site Gallery Board member and volunteering your time with us. We are looking for enthusiastic individuals passionate about the value that arts and culture bring to Sheffield, who can bring their professional and lived experiences to our ambitious organisation.

You don't have to have previous experience of being a Trustee. We'll offer our support to settle you into the role with a full induction into the organisation. And together we'll work out how you can best contribute your skills and experience to Site Gallery and what we need to do, for you to get the most out of your time with us.

Site Gallery works with emerging and established artists from across the UK and internationally to deliver a programme of exhibitions, artist development, participation and community activity. We work with artists from a range of backgrounds and lived experiences and are committed to platforming voices who are underrepresented in contemporary visual arts. Our building, expanded in 2018 includes a large scale gallery, 2 studios, a shop and cafe, as well as 14 business units to let.

Our Trustees contribute to the leadership of Site Gallery and ensure that we are operating with integrity and honesty and delivering our work in the way that we have set out in our charitable objectives. Anyone can be a Trustee, regardless of how junior or senior you are in your career, whether you're in paid employment or not and whatever your ethnicity, class, gender orientation, sexuality or other difference. We believe boards thrive when they have a diversity of skills, knowledge, age and experience on their Board.

We are recruiting new Trustees over the coming year to support the growth and long-term sustainability of Site Gallery and we are especially keen to hear from people with any the following skills:

- Financial management
- Fundraising, in particular individual donors, private and corporate donations
- Legal or Human Resources management
- Equality, Diversity and Inclusion work at a strategic level
- Technology, IT system
- Operational management of facilities
- Carbon footprint or environmental impact management
- Community organising
- A contemporary visual arts practice

We care deeply that the work we create is relevant to our city and to people living in Sheffield. It is critical that our Board, as well as our staff, is representative of the wide range of communities in the city. Fair access to working in the arts and cultural sector is an urgent issue and we encourage applications from candidates from lower socio-economic backgrounds and with protected characteristics still significantly under-represented amongst the artists and employees of UK arts organisations.

Applications are now open. The closing date is 10 am Friday 12 September 2025. Please see below for details of how to apply.

If you'd like to talk to an existing Trustee for more information prior to making an application then please email judith.harry@sitegallery.org and she will pass your details onto a member of the Nominations Committee.

Please read through the following pack to find out more about the role and get to know us a little better.

We look forward to hearing from you.

Kate Brindley, Chair of Trustees and Judith Harry, Chief Executive



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1. BACKGROUND INFORMATION

Site Gallery brings thought-provoking contemporary art experiences to Sheffield, to inspire new possibilities for our communities, culture and city. Through exhibitions, residencies, workshops and events, we create space for audiences to encounter ideas, nurture imagination and explore different perspectives. Working in partnership, we deliver meaningful community programmes and artist development opportunities that empower everyone involved and contribute to Sheffield's creative future. We value our civic role, specialise in working with young people, and advocate for positive change through our local and national networks.





Our programme embraces new forms of artistic production, including public and social engagement; artists connecting directly with audiences and interaction with technology; performance, live art, film events; and projects co-produced with communities. We support artists whose work reflects on the issues and concerns of our era and that is relevant to local, national and international communities. Site's young people's group, Society of Explorers, are an integral voice within our organisation and we learn much from our Creative Producers programme supporting care experienced young people. Our work with young people is embedded across the programme.

In 2028 Site Gallery will celebrate its 50th anniversary, marking half a century of incredible visual arts programming. Having evolved from a space for photographers to make and show work in the Walkley area of the city, to its 2018 expansion on Brown Street, Site Gallery remains committed to nurturing artistic talent and creating the best contemporary art experiences for the people of Sheffield.

OUR VALUES

We believe art has a crucial role to play in creating a fairer better society:

We present art that creates essential space for imagination and challenges us to think differently about the world and our potential within it.
We believe in the importance of democratising access to creative technologies and sharing digital skills.

We care about people:

We nurture and collaborate with artists in the development of their research, ideas and practice.
We create imaginative and accessible ways for audiences to engage with our work.
We believe young people deserve fulfilling creative lives and support them in their own creative journeys.

We are ambitious for Sheffield:

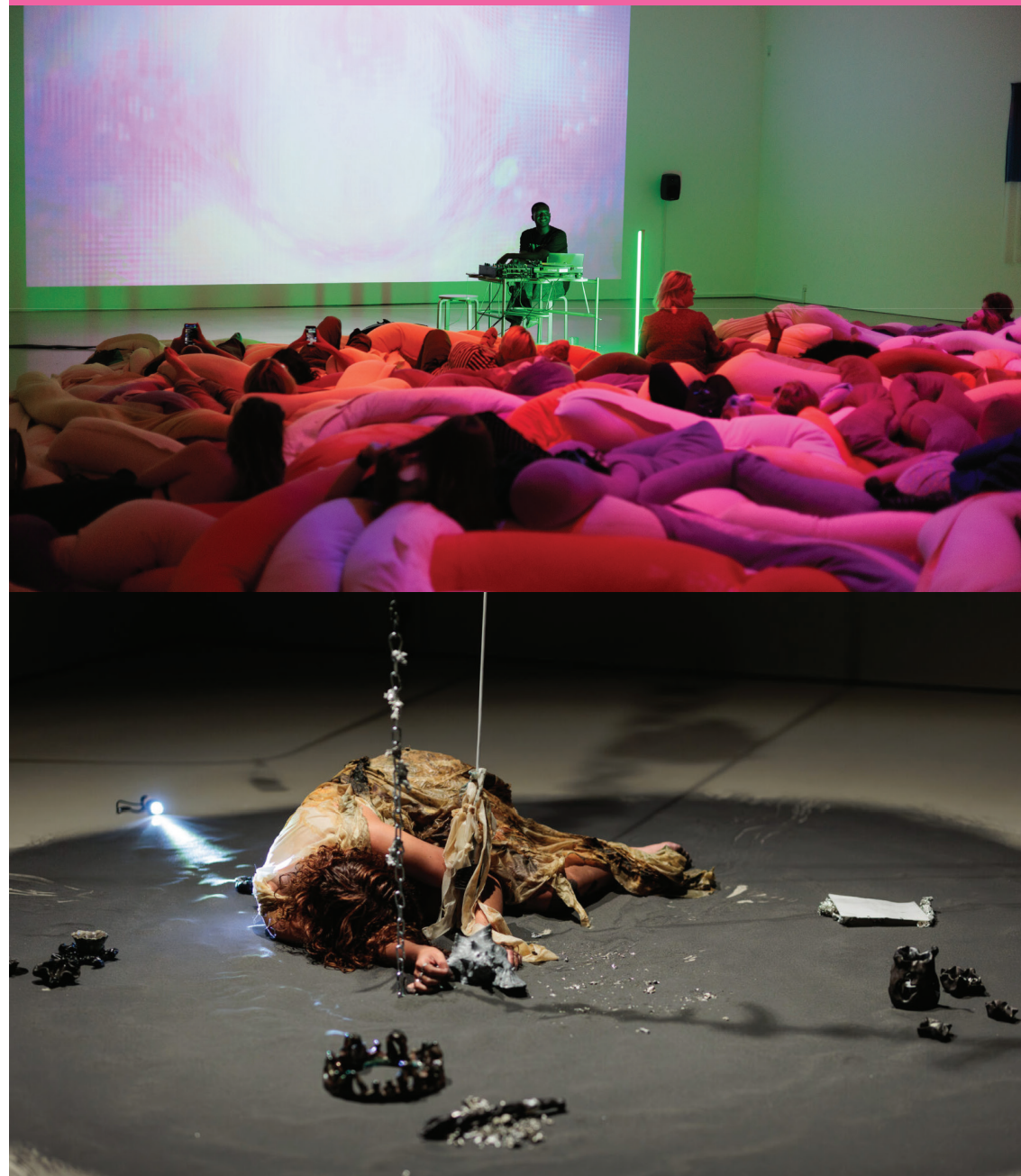
We believe that understanding diverse perspectives and other people's lived experiences supports the wellbeing of our city.
We empower artists to create meaningful and ambitious work that is relevant to people in Sheffield.
Our work with artists and with communities is more impactful through working in partnership and collaboration.

We are active advocates:

We challenge inequalities, prejudice and injustice through our work and policies.
We firmly believe in the positive contributions young people can make to society.
We take responsibility for reducing our impact on the climate and continually work towards more sustainable practices.

OUR KEY GOALS 2023-2028:

1. Create an ambitious, diverse, research-led programme which connects audiences to exceptional artists, critical debates and conversations.
2. Build long-term relationships with communities in Sheffield to co-produce meaningful programmes that empower participants and affect positive local change.
3. Nurture talent, creating pathways for progression and professional development for artists, participants, volunteers, freelancers and staff.
4. Build sustainable business and operational management practices to create a financially resilient, agile, equitable and environmentally responsible organisation.
5. Strengthen Site's role and reputation as an advocate for change, improving impact analysis, strategic communications and cultivating relationships to attract new partnerships and investment into the organisation.



2. COMPANY INFORMATION

Site Gallery is a registered charity and company limited by guarantee. Its annual turnover is circa £600k with revenue funding from the National Portfolio Organisation 2023-27 Arts Council England and Sheffield City Council. The organisation relies on fundraising and commercial income generation to deliver its creative and business plans.

The charity has a core staff of twelve and an extensive volunteer programme as well as a pool of freelancers we work with regularly. We are committed to creating a diverse workforce, working a 4 day week, offering flexibility within employment contracts, providing alternative entry routes to careers in the arts for volunteers, interns, apprentices and placements, and ensuring all staff have personal development plans to enable them to build their career at Site Gallery and beyond.

Site Gallery is an anti-ableist, anti-racist and intersectional space. We challenge any behaviour or language that discriminates on the basis of sexuality, gender, race, dis/ability, socioeconomic status, age, religion or belief and all other protected characteristics.



3. BOARD OF TRUSTEES

The Board of Trustees consists of up to 12 members who oversee the Charity. The Board supports the organisation in many ways, with Trustees each bringing unique skills and experiences to contribute to the success of Site Gallery.

Our Board is dynamic and diverse, passionate about the arts and active within local communities and the creative industries, commercial and voluntary sectors. Trustees are responsible for the strategic direction and governance of the charity and for ensuring the charity delivers its funding agreement with Arts Council England.

The Board meets four times a year, normally in the late afternoon on Fridays for 2 hours, with the option for joining via Zoom if necessary. We have two Committees of the Board: **Finance Committee** meets quarterly to liaise on financial matters and risk management on behalf of the Board, and the **Nominations Committee** work on Board recruitment, Board development and skills audit and meet as required. All Trustees are invited to either group.

Board members should anticipate committing 4 hours per month to the role of Trustee. You will require time to read and process papers in advance of meetings, contribute your thoughts and expertise to strategic matters outside of the meetings and where possible attend exhibition openings and public events and be positive ambassadors for Site Gallery.

The Board is governed by our Articles of Association, updated in 2019, which provide the framework by which the Board operates and manages itself.

4. JOIN THE BOARD

We are planning to appoint new Trustees over the coming year, with the first new Trustees joining in December 2025. We are seeking people who are enthusiastic about art, culture and the city of Sheffield and who are able to commit themselves for a period of between 1-4 years (max. term is 6 years).

We are particularly interested in hearing from people with professional or voluntary experience in any of the following:

- Financial management
- Fundraising, in particular individual donors, private and corporate donations
- Legal or Human Resources management
- Equality, Diversity and Inclusion work at a strategic level
- Technology, IT systems
- Operational management of facilities
- Carbon footprint or environmental impact management
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- A contemporary visual arts practice

The Board of Trustees considers a successful Board to be a diverse Board. The cultural sector as a whole is significantly under-represented with people from Black, Asian and other minority ethnic backgrounds as well as those from lower socio-economic backgrounds, those who identify as LGBTQIA+ and those with disabilities. We particularly encourage applications from people from these backgrounds as well as from young applicants under 25 years who are interested in leadership.



Previous experience of Board membership is not required. Induction and training is provided and support throughout the first year is given to those who are new to Trusteeship.

If successful, you will become part of a dynamic ambitious creative organisation, one of the leading contemporary arts organisations in the UK. You will help an organisation at a key point in its development to grow, make new connections, and realise new opportunities.

You can find a full list of our current Trustees on [Site Gallery's website here.](#)

As a Trustee, you will be placed on the public register with Companies House as a Director of the company and listed as a Trustee of the charity with the Charities Commission.

Board members are volunteers, although out of pocket expenses can be paid to ensure members can attend meetings. We are very open to discuss additional access support/resources that you might require to be a Trustee.



“ I joined the Site Gallery Board just over a year ago. It’s been exciting to support the committed and ambitious team and I’m looking forward to helping Site continue to strengthen its impact in Sheffield. ”

Mark Londesborough

“ Joining the Board of Site Gallery when I was 19 and still in higher education has really impacted my career and my confidence. I’ve learned so much about the leadership required to run an arts charity and now, as a professional fundraiser, I can credit my experiences as a Board Member and the support I have received to be involved as a key part of my professional development. ”

Silas Hand

“ Being part of Site Gallery’s Board is a pleasure and a privilege. It’s inspiring to contribute to an organisation that plays such a vital role in Sheffield’s creative community. As someone who can be more reserved in group settings, I’ve always felt encouraged and empowered to contribute, thanks to the Board’s genuinely warm, inclusive, and open culture. Our meetings are spaces where diverse perspectives are valued, ideas are freely exchanged, and everyone is heard with respect. I’m excited to welcome new voices to the table and see what we can achieve together. ”

Victoria Tillotson

5. HOW TO APPLY:

If you'd like to talk to an existing Trustee for more information prior to making an application then please contact Judith Harry, Chief Executive, Site Gallery who will pass your details onto a member of the Nominations Committee:
judith.harry@sitegallery.org / 0114 281 2077

To apply directly please briefly outline why you are interested in the role, what you would bring to Site Gallery and attach a Bio or CV.

We would like to know:

- why you are interested in working with Site Gallery
- what are the key skills and knowledge you would bring the Board (refer to section 4)
- what experiences and networks you would bring the Board (refer to section 4)
- the training and development needs you think you'll have if you are appointed

If you prefer not to write you can record your response as either a video or audio file of up to 8-10 minutes.
Please email your CV/covering letter or audio or video file to *jobs@sitegallery.org*

We ask all applicants to complete an Equal Opportunities form to help us monitor the reach of our job adverts.

Follow this link to complete the form.

Deadline for applications is 10am on Friday 12 September 2025

Interviews are planned to take place in October with new appointees invited to our December meeting.

6. MORE INFORMATION

Site Gallery is a Registered Charity (5103220) and Company Limited by Guarantee (1495927)

We are committed to the Charity Governance Code and the Clore Leadership Programme Achieving Good Governance Review.

Want to know more about becoming a Trustee? Recommended Reading:
www.gov.uk/government/get-involved/take-part/help-run-a-charity
www.gov.uk/guidance/charity-trustee-whats-involved#trustees-6-main-duties

Volunteering has positive benefits to the health and wellbeing of volunteers and of communities - you can read some of the latest research here:

www.volunteerscotland.net/for-organisations/research-and-evaluation/publications/volunteering-health-wellbeing/

www.sitegallery.org

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