



New Note Projects seeks new Chair of Trustees

Do you have a passion for music and wellbeing?

Do you believe that music can help rebuild people's lives?

Would you like to help people grow and celebrate their strengths?

Then come and join us!

New Note Projects is looking for a Chair of Trustees to join our friendly board and work in partnership with the Chief Exec to help us deliver the work that we do using music, storytelling and dance to engage and support people affected by addiction, homelessness and mental health issues.

We are looking for someone with a different perspective who can help us to continue to grow and thrive. If you've not considered this type of role before but feel you have what it takes to benefit our organisation, we'd like to hear from you. We can provide training and support so that you are able to make the most of your skills and benefit from this rewarding experience.

ABOUT NEW NOTE

Multi award-winning New Note Orchestra is the first orchestra in the world designed to support people affected by addiction. Based in Brighton, the orchestra was launched in 2015 to provide a safe space where people could recover from addiction. New Note Orchestra combines a unique blend of acoustic, electric, folk and classical instrumentation to create music that is atmospheric, beautiful and exciting. Members compose their own music and they have recently received The Kings Award for Voluntary Service (KAVS), an MBE for volunteers. This is the highest Award given to local voluntary groups in the UK and is awarded for life.

Other projects include New Note Strummers, a weekly guitar group learning popular songs, New Note Dance which supports people using the Tamalpa Life/Art Process®, and now New Note Key Changers, an innovative training programme where our musicians can learn and develop the skills and experience needed to become Community Music Leaders. This is the first time an organisation has trained and supported people with lived experience of addiction to become the next generation of community music leaders and we are excited to expand this further.

New Note Projects currently has a small team of passionate trustees who bring working experience in addiction recovery, music therapy and organisational management, and all of whom are dedicated to supporting people affected by addiction. Trustee meetings are held monthly where trustees gain a clearer understanding of the charity's work and provide support to the Chief Executive in the delivery and development of the charity's activities.

NEW NOTE CHAIR OF TRUSTEES – COULD THIS BE YOU?

We are seeking someone who is passionate, motivated, with excellent leadership skills, who can commit the time to help drive the charity forward to its next growth stage. The Chair's role is to help steer our strategy, to provide oversight and support to the Chief Executive and trustees and ensure that the board is effective in its legal duties. The Chair will provide inclusive leadership of the board of trustees to ensure that the board functions as a unit. They will work closely with the Chief Executive to set and achieve agreed objectives as well as acting as an ambassador and a public face of the charity.

We feel it's important that our management team and board understand addiction and bring a compassionate view around recovery. Addiction can affect anyone, regardless of race or economic background. We want to create a board that reflects a range of experiences and diverse backgrounds and would welcome applications from people who would like to step up into the role of Chair of Trustees. If you have never been a chair before, we can provide training and are committed to being an inclusive and supportive place to work.

ESSENTIAL QUALITIES & SKILLS

- Committed to the charity and to supporting people affected by addiction
- Have good communication skills
- Able to act with tact and diplomacy
- Able to commit time to the role, including travel and attending events out of office hours
- Passionate about how music can be used to rebuild people's lives
- Strong leadership skills, including strong interpersonal and relationship-building abilities

USEFUL SKILLS, QUALITIES AND EXPERIENCE

- Experience of strategic leadership within an organisation (business or charity).
- Experience of growing a small organisation with limited resources.
- Experience of securing funding streams for charitable causes.
- Experience of charity governance and working with or as part of a board of trustees.
- Financial management experience with a good understanding of the financial workings of a charity.
- Experience of external representation and managing stakeholders.
- Experience of chairing meetings and events.
- Broad knowledge and understanding of the issues affecting people living with addiction.
- Good understanding of the charity sector.

ROLE OUTLINE.

- Provide leadership to New Note Projects and its board, ensuring that the charity has maximum impact for its beneficiaries.
- Establish and build a strong, effective and a constructive working relationship with the Chief Executive.
- Support the Chief Executive, whilst respecting the boundaries which exist between the two roles, ensuring regular contact is maintained.

- Ensure that trustees fulfil their duties and responsibilities for the effective governance of the charity, ensuring systems are in place and with financial accountability.
- Ensure that the board operates within its charitable objectives and provides a clear strategic direction, mitigating any risks and taking advantage of opportunities.
- Ensure that the board of trustees is fully recruited and incorporates the right balance of skills, knowledge and experience and resolve any conflicts within the board.
- Act as ambassador for New Note Projects at external functions, meetings and events.
- Chair meetings of the board effectively and efficiently, bringing impartiality and objectivity to the decision-making process and monitor implementation of decisions.
- Conduct an annual appraisal and remuneration review for the Chief Executive in consultation with other Trustees.
- Ensure that the Chief Executive has the opportunity for professional development and has appropriate external professional support.

TERMS

Remuneration: the role of Chair is not accompanied by any financial remuneration, although reasonable expenses for travel may be claimed.

Location: New Note is based in Brighton but Trustee meetings are held online. Ideally the Chair would be based locally, but this isn't a priority.

Time commitment: 10 board meetings (1hr each) per year. Additionally, the Chair is also expected to have regular meetings with the Chief Executive and be willing to represent the charity at various events and meetings with key stakeholders.

JOIN OUR TEAM

For more information or to have an informal chat about the role please get in touch with Founder and Chief Exec Molly Mathieson at molly@newnote.co.uk.

If you would like to apply for this rewarding position, please send your CV and a covering letter or a short video outlining your interest in the role and how you feel it would be suitable to lucy@newnote.co.uk. The closing date is the 20th December 2023.

Interviews will be conducted on Friday 5th January 2024 or the week beginning 8th January 2024 depending on availability.