



Trustee Recruitment Pack 2020 Information for Applicants



www.ignitefutures.org.uk

Ignite Futures Ltd company limited by guarantee.
Registered in England number 05969189 and Charity number 1176754

Welcome

Thank you for your interest in joining the Ignite! family as one of our Trustees. We are currently looking to recruit two new board members, and are particularly interested in Nottingham-based applicants.

Ignite! is committed to being an organisation that is equitable, inclusive and diverse, and we are seeking to better represent the communities we work with on our board. We encourage applications from people of all ethnicities, social and cultural backgrounds and genders, people who identify as LGBTQ+, people who are disabled, refugees, migrants and people from all identities who are made to feel marginalised.

Note from the Chair

Our charity has always had very strong values overseen by trustees who care deeply and passionately for the work that we do. As a trustee, you will be a proactive member of our board working to support the strategic direction of our organisation, ensuring sound governance and passionately helping us to achieve our big ambitions.

I invite you to read through the accompanying information in this pack and thank you again for taking the time to learn more about us. I hope to hear from you soon and will be very happy to answer any questions you may have.

Best wishes,
Katie
Katie Buchanan, Chair of Ignite!



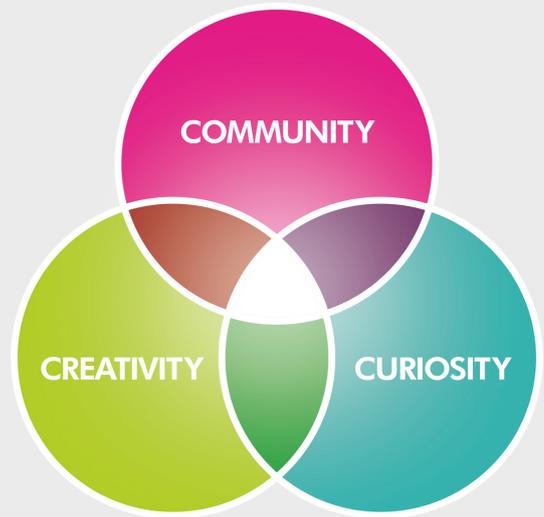
Please do get in touch with us if there's any thing we can do to make this application process more accessible.

About Ignite!

Ignite! is a Nottingham-based charity and we work to bring together Creativity, Curiosity and Community.

We work with schools, youth groups and communities and our projects aim to give families the opportunity to learn together, raise confidence in their own ideas, and challenge preconceptions about the world. We cover a whole range of themes and topics – from the environment to the movement of microbes, from astrophysics to the manipulation of our senses - using creative thinking approaches to bring the subject to life.

Our work is local and international; but mostly in communities where opportunities and future prospects are limited, particularly by poverty or disadvantage.



What we are working towards

We believe that a confident, vibrant and optimistic society is built on the capacity of communities to express their curiosity in creative ways.

We want to see creativity in learning, not simply to develop artists of the future, but because we believe that creative thinking underpins all learning disciplines. And by engaging the diverse communities we work with to express their curiosity, the questions about science and society that matter to them, we shift perceptions about research from activities that only happen in laboratories to an understanding that they are part of our everyday lives.



How we work

Ignite! is a small organisation with three members of staff (pictured below) that is highly opportunistic (which we see as a good thing). We are creative and adaptable, and we are constantly developing new ideas for programmes and initiatives.



We receive no core funding, so we are always putting in new grant applications to develop projects and programmes. We currently hold grants from Arts Council England, Heritage Lottery, Royal Society of Chemistry, UK Research and Innovation and the Wheatcroft Foundation. Since 2012 we estimate that we have raised over £1m from funding applications alone. Our current annual turnover is around £100,000.

Partnerships are essential to the ways in which we work, and we often act as a bridge between communities and large institutions. We regularly work with universities and local authorities as well as youth and community groups.

We regularly provide opportunities for young people to complete internships, work experience and placements with us, ranging from one week to three months.



Science busking
at the Ridge
Youth Club

Our Key Programmes

Lab_13 is an in-school space dedicated entirely to investigation, innovation and creativity; a space managed by young people; a space where children learn *to be scientists* as well as learning science. Over the years we have developed Lab_13s in various formats in Nottingham, Irchester, London, Ghana and Finland.

Night Walks are a series of walks in nature at dusk with children and families, engaging the senses to explore the natural world and seasonal change. This model allows families to reconnect with nature, learn from experts and discover for themselves.

The Nottingham Festival of Science and Curiosity has been produced by Ignite! for five years, and last year became an independent company. Ignite! remains contracted to curate the festival, which focuses on communities that wouldn't usually consider themselves as interested in science.

My Space My City My World My Future is a series of workshops with young people which explore creative responses to questions around personal space, identity, urban environments, sustainability and international issues. Working with creative leaders from across a broad range of sectors, young people are encouraged to explore and express their own ideas about the world around them.

Other projects include Tots Time Science, sensory science sessions for under 4s; Chemworks, a five-year programme delivering creative chemistry-based interventions in secondary schools; Curiosity, using science to address confidence with youth groups; and Citizen Science, developing investigations derived from the curiosity of the communities we engage with.

Our programmes are described in more detail on our website at:
<https://www.ignitefutures.org.uk/projects>

Does this sound like you?

I am a person who is:

- passionate about supporting children and young people to live creative and curious lives;
- committed to fairness and to promoting diversity, equality and inclusion;
- reliable and who takes responsibility and follows through on their actions in a timely manner;
- compassionate and respectful, and who values other people's viewpoints;
- honest and has integrity, and who is willing and able to act in the best interests of Ignite! at all times;
- able to think critically and creatively, and has sound and independent judgement;
- team-oriented in my approach to problem solving and to governance;
- appreciative and understanding of the nuances of working in a small organisation with resource constraints;
- committed to, and aware of, the importance of safeguarding;
- committed to supporting the activity of Ignite! and its staff members.

If the above list sounds like you, we would love to receive an application from you to become a Trustee of Ignite!.



Joining the board

Our current board comprises seven trustees with a broad range of experience in education, enterprise, public engagement, the arts, law and charity finance.

We are currently looking to fill two trustee positions, who have experience in work with diverse communities; fundraising and/or sponsorship; creativity and enterprise; policy and influence. We are especially interested in hearing from applicants who are based in Nottingham.

Please note that we would still welcome applicants who may not have experience in the areas outlined above.

We are looking for trustees who can:

- Contribute to the Board of Trustee meetings - we have five formal meetings per year, including an AGM in December. These are currently all being held remotely through Zoom, but normally take place in Nottingham or London (travel costs covered)
- Work with the board and staff to develop ideas for new projects and initiatives
- Complete a DBS check before starting your role as a trustee, paid for by Ignite!
- Serve for an initial term of three years, and then will be eligible for re-appointment. Our constitution requires Trustees to resign every three years of their term in role; and they are immediately eligible for reappointment.

We will support trustees by:

- Providing opportunities for new trustees to develop their understanding of Ignite! and the role of a trustee in the first few months of trusteeship
- Covering reasonable travel expenses to attend meetings which will be payable in accordance with Ignite!'s policies
- Covering expenses for reasonable adjustments which will enable you to carry out your role as a trustee
- Covering costs for relevant training as needed or requested



Roles and Responsibilities of a Trustee

Our Trustees play a vital role ensuring Ignite! is run in the interests of the people it is there to support, with four main areas of responsibility:

Ensure that our values and mission are upheld in all of the decisions and decision making processes of the Board

- Safeguard the reputation and values of Ignite!
- Make sure Ignite!'s risk assessments are reviewed and that Ignite! is properly insured against all reasonable liabilities
- Be collectively responsible for the actions of the organisation and other Trustees
- Uphold the requirements of the Charities Commission and to carry out responsibilities with care, diligence and skill.

Contribute actively in providing strategic direction, agreeing policy, goals, targets and evaluating performance

- Review financial viability and ensure Ignite!'s financial stability
- Ensure Ignite! is an efficient organisation that delivers transformative programmes

Ensure we comply with our governing document, charity law, company law, and any other legislation or regulations

- Declare any conflict of interest while carrying out Trustee responsibilities e.g. gaining benefits from close association with a company that would work closely with Ignite!
- Keep up to date with the activities of the organisation and wider issues that affect its work
- Keep up to date with Safeguarding training

Be an active ambassador for Ignite!

- Engage in fundraising both with Ignite! and independently
- Engage your networks and contacts, as relevant, to further the mission and programmes of the organisation

Application Process

Candidates are invited to submit a CV and a covering letter explaining why they are interested in joining the Ignite! Board as a Trustee, what skills they will bring, what most excites them about the role and anything else they wish to tell us. We will also welcome video applications of up to three minutes as an alternative to a covering letter.

These should be sent to the Company Secretary, Sarah Walley (sarah@ignitefutures.org.uk) with the subject line 'Ignite! Board Application'.

Candidates will then be invited to have a conversation with the Chair of the Board and other trustees.

Candidates will have the opportunity to sit in on a board meeting before formally being invited to join the board.

Deadline for applications is Friday 27th November 2020, but we may close applications early if we appoint before this date.

Get in touch

If you'd like to find out more before applying, please get in touch with Rick Hall to arrange an informal chat about the role (rick@ignitefutures.org.uk).



**Observing nature with the
Nottingham and
Nottinghamshire Refugee Forum**

Extra information for the history buffs!

Ignite! began in 2003 at Nesta (the National Endowment for Science, Technology and the Arts) as a programme supporting exceptionally creative young people between the ages of 10 and 21.

In 2006, Ignite! became an independent company and in 2007 moved to Nottingham to run a four-year regional project called Ignition, using creative approaches to promote STEM subjects across the East Midlands.

Since 2012, Ignite! has continued to work with numerous partners to build the skills, insights and confidence of communities, and enable them to respond to the challenges and opportunities of our rapidly changing world.

In the past year, the COVID19 pandemic has impacted Ignite! in many ways; in terms of how we're working day to day, how we're able to deliver programmes, how we're able to respond to challenges and how we're able to create new opportunities. We have continued to innovate to deliver our programmes in new and relevant ways.

The importance of finding ways for communities to express their creativity and curiosity is more important than ever, and there is a real need for our approach and programmes in Nottingham and beyond.



**Lab_13 Dovecote
at the Real
Science in Schools
Symposium**



ignite!



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