



*Liverpool Irish Festival* brings Liverpool and Ireland closer together using arts and culture. We seek new individuals to help us make this mission a reality.



This emoticon indicates 'Hipster cat', a cat reading a book and drinking a coffee. We are using it here as an intersectional marker for 'Further reading' prompts.

## TRUSTEE RECRUITMENT INFORMATION



We're looking for the A-Team!

This page (and downloadable PDF) intends to provide you with key information about the *Liverpool Irish Festival* in the hope of encouraging you to join us! Our website [www.liverpoolirishfestival.com](http://www.liverpoolirishfestival.com) hosts a raft of detailed information, but the links within this information will take you to some important deeper reading, if you want to read further. We've delivered an annual Festival, and more, for nearly 20 years, so there's a lot to share and we'll just highlight here some of the things you're likely to need to know. We hope it will help, so let's get started!

## WHAT WE ARE

*Liverpool Irish Festival* is a charity and a company limited by guarantee. We are registered with the *Charity Commission* and *Companies House*, to whom we send reports every year. As a small charitable company, we file our annual 'Unaudited accounts', inspected by our accountants, with *Companies House*. As 'not-for-profit' company -we don't distribute profits to members; we retain them as reserves or use them to fund our charitable work- the Festival's members are its 'directors', or 'trustees'. Directors/Trustees are responsible for oversight of the Festival and, consequently, meet regularly as the Festival's Board. Under our constitutional set up and governance, Trustees are liable -in the unlikely event of the company going broke- to pay (no more than) £5 each towards debts owed.



Further reading: The rules about running our company are set down in the [\*Articles of Association\*](#).

*The Articles* describe our objects (objectives), such as the advancement of arts, music, drama, etc., particularly those originating or developed in Ireland. Additionally, they detail many of the powers (opportunities we can develop) we have, including producing concerts, performances, dramas, exhibitions; arts projects in schools; awareness-raising around Irish heritage, history and culture; hiring staff and raising funds.

## WHO FUNDS US?

We run 50-60+ events annually, often relying on partner organisations -large and small- to help deliver them. Ticket income is low (linked to free events, Liverpool economics, box office/partners splits, etc) and we largely depend on public funds, donations and partner contributions to underwrite the public programme, with funds coming from the



likes of Liverpool City Council's *Cultural Investment Programme*, the Irish Government's *Emigrant Support Programme*, Arts Council England, etc. [There's more on this here.](#)

Each year we publish a detailed Festival Review of our Jan-Dec activities, including our contributions to additional celebrations such as St. Brigid's Day and the Mersey River Festival. [You can find the Reviews, here.](#)

In 2020, a successful *National Lottery Heritage Fund* application allowed us to begin work on revitalising the [Liverpool Irish Famine Trail](#), an historical route through the city documenting the plight of Irish migrants during the Great Hunger and marking sites of Irish influence. The descendants of those migrants still identify strongly with the journey their predecessors made, but the original site markers fell from service. This funding allows us to restore and improve the Trail, generating and sharing artistic responses to the city's history along the way. Long-term, the Trail will bring more people to the city; grow our profile, build important inter/national links and ensure the festival is present in the city the whole year round. We'd love you to be part of that.



## WHAT ARE OUR POLICIES?

Good governance, inclusion and transparency are at the route of our policies. We have spent considerable time ensuring matters such as equal opportunities and diversity, safeguarding, data protection, etc. are compiled in our [Policy Pack](#)



Further reading: key to understanding us and our approach are our [Artistic Policy](#) and our [Black Lives Matter Solidarity Statement](#); we would invite you to read these, in particular.

## HOW WE GOT HERE

The appreciation and celebration of the unique links between Liverpool and Ireland and Irish creativity were primary motives for the creation of the *Liverpool Irish Festival* in 2003. We were fortunate to be funded from the start by Liverpool City Council and grew rapidly from a 4- day series of events to a 3-week marathon, attracting musicians such as Van Morrison and Christy Moore. Since 2007, we have run the Festival over 10 days in October, to create a more concentrated festival experience and hold space in the city's busy cultural calendar. Our mission is to bring Liverpool and Ireland closer together using arts and culture.

## WHO ARE WE?

**Our Trustees:** Our constitution permits up to 15 Trustees. We have currently eight Trustees. In brief, they are:

John Chandler (Chair), a former Children and Family services manager and a founder of *Liverpool Irish Festival* in 2003. John Eustace (Treasurer) is the Financial Controller for part of the *Icelandfoods* group and committee member for the *Liverpool Wolfe Tones GAA* club. Martin Bond is Cabinet Member for Finance and Governance (St Helens Metropolitan Borough Council) and Branch Secretary of *Unite*. Gerry Diver is Strategy and Innovation Officer at the *Institute of Irish Studies (University of Liverpool)* with experience of helping to deliver the inaugural *UK City of*

Culture programme in Derry/ Londonderry. Professor Mary Hickman is Professor Emeritus of Irish Studies and Sociology at *London Metropolitan University* with extensive experience of Trusteeship and community involvement. Eamonn Lavin is General Manager of *The Philharmonic Dining Rooms* holding a wide range of experience organising events. Siubhán Macauley has worked in the arts since moving from Co. Down, providing rich experience in events, marketing and fundraising. Siobhan Noble is a freelance theatre producer and marketer for creative and live events, with a decade+ of experience in creating regional touring theatre. Councillor Harry Doyle, Liverpool Cabinet Member for Culture and Visitor Economy, is the Council's observer.



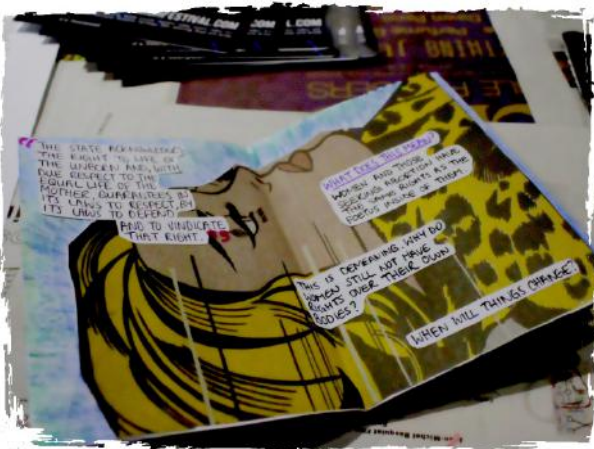
Further reading: [You can find out more about each of our Trustees, here.](#)

**Our Artistic Director and CEO:** We are fortunate to have Emma Smith as the Festival's Artistic Director and Chief Executive Officer. Emma has worked with innumerable artists, partners and audiences, building extensive relationships and reputational excellence. With extensive experience in multi-stream programming and festival/project management for cultural organisations, Emma has directed the *Liverpool Irish Festival* since July 2016 and represents us within several key networks at city level. She manages our volunteers and our PR and IT consultants. Ideally, we will build additional team support around Emma, including Development, Content and Engagement Coordinators.

**Our patron:** Eithne Browne is the Festival's Patron. Her family hailed from Co. Mayo and she is a Liverpool success story; star of stage and screen, who acts as our 'ambassador'.

## THE TRUSTEE ROLE

Our Trustees meet roughly once a month, as a Board, virtually or face-to-face. The Chair chairs; the Treasurer presents the management accounts and the AD/CEO provides organisational updates. The Board's roles and its code of conduct are detailed from Page 6 of the [Policy Pack](#). The responsibilities may sound demanding, but meetings tend to last no more than 90 minutes and are run to be as enjoyable as possible! As a small organisation with only one FTE contractor, we need Trustees who are willing and available to have a hands-on role commitment to helping to shape and promote our work. You will participate in direct actions, including active digital and in-person fundraising, networking, outreach, and strategy sessions with the Artistic Director. If you want to understand more about this before applying, please call to speak with our Chair, John, for a chat about this topic (+44 (0) 7762 94 3697).



attitude of hope, vision, and inclusion

The Trustee role is described in detail in the *Policy Pack* (Pages 6-8), whilst personal styles and characteristics are outlined in our person specification (Page 9). You will note: we are looking for amazing people with personal styles and behaviours, such as:

- a commitment to the organisation
- a willingness to devote the necessary time and effort
- creativity/inspiration/strategic vision
- good, independent judgment
- a willingness to speak their mind
- a knack for communicating a compelling sense of purpose to others, inspiring and leading others with an

- enthusiasm and ability to build and use networks to make introductions (e.g., to facilitate fundraising or advocacy or campaigning)
- thriving on change or challenge, going against the status quo, and standing up for and doing what is right
- believing in the power of creativity, storytelling, and vulnerability to inspire connection and change
- loving a challenge, and is willing to roll up their sleeves to do what needs to be done to help us build something special and gets excited in a start-up environment where there is a lot of learning, growth, and change happening
- wanting to build an environment of inclusivity and positivity and be an active cheerleader and champion for all team members
- embracing modern, innovative, and digital approaches to non-profit work, fundraising, and marketing.

## THE FUTURE

The Festival's immediate-long(ish)-term future is mapped out in our [Business Plan](#). A major aspect of this is to work towards an application for *National Portfolio Status* with *Arts Council England*, which will help to secure greater capability and resilience, granting 3-4 years of funding. This enhanced position/status adds to the administrative burden, which we will need to resource.



## YOUR APPLICATION

We hope you like what you've read here and in the associated documents. We know it's a lot to take in, but we're primarily interested in what you would bring to the Festival: your perspectives, opinions and insights rather than what you have already accomplished. We have an exciting future ahead and we want to make use of your enthusiasm, creativity and skills and support you to contribute.

To apply, please send your CV and a one-page letter/email (c.500 words or equivalent film/voice-note) stating why you want the role and what strengths and skills you would bring to it. Please email these to the Festival's Chair, John Chandler, at [chair@liverpoolirishfestival.com](mailto:chair@liverpoolirishfestival.com) by 9am, Mon 28 Feb 2022. We will be in touch before the end of Mar 2022 to arrange an (informal) group interview (online) with shortlisted candidates in early Apr 2022.

---

We look forward to hearing from you. Slán go fóill/Goodbye for now,

John Chandler (Chair), the Festival's Trustees and Emma Smith (AD/CEO)  
*Liverpool Irish Festival*