

Bonnie Bird Choreography Fund seeks Treasurer to join as Trustee

The Bonnie Bird Choreography Fund is looking for a Treasurer to join its board of Trustees. This is an opportunity to contribute to a small charity invested in supporting choreographers and choreographic research and development.

Role specification

The Treasurer should have financial and accounting experience but accountancy qualifications are not required for the role. The Treasurer needs to keep the fund's accounts on Excel updated, provide financial updates at meetings, work with independent auditors in the creation and submission of annual reports and accounts, manage financial procedures, and process payments via online banking. Some interest and knowledge in the dance and arts sector is useful but not essential.

The Trustees represent the key management personnel of the charity and it is a voluntary position. Currently Trustees can serve for a period of three years. On completion of this term they can be eligible for re-election for another three-year term.

The fund also receives administrative support from a part-time freelance Fund Manager.

Trustees and Advisors meet up to four times a year, with a minimum of two meetings per year for Trustees. Meetings have previously been held in London with the option of attending remotely via Zoom.

The Fund's Mission

The fundamental purpose of the Bonnie Bird Choreography Fund (BBCF) is to support and promote the investigation and development of choreography through:

- Awards to be made to give public recognition and monetary assistance to choreographers in order to further their artistic work, and thereby contribute to the field.
- The commissioning of dance works.
- National and international relationships to broaden choreographic knowledge through performances, workshops, lecture demonstrations, master classes, seminars, digital media and any other appropriate means.
- Support of inter-related arts projects which extend the development and understanding of choreography.
- Support wholly or in part of projects designed to stimulate creativity amongst young people with special reference to dance as a medium.
- Support of proposals or projects aimed at enhancing the appreciation of and potential engagement with dance and choreography.
- Supporting research with reference to choreographic practices.
- Support for the publication and/or dissemination of ideas which are deemed to fuel debate and enhance the wider knowledge of dance.

To find out more about BBCF please visit our website www.bonniebird.org.

To apply:

Please email us at bonniebirdchoreofund@gmail.com if you would like to have an informal conversation with the Chair or one of the Trustees about this role.

To apply, please submit a CV and covering letter (no more than 1 side of A4) to the same email address, outlining your interest in the role, how you think you fulfill the role specification, and the level of commitment you feel you can offer to the Fund.

The deadline to apply is 10am on **Monday 19th September 2022**.

The Bonnie Bird Choreography Fund is keen to hear from individuals who are willing to bring their skills and expertise to the Fund. We are actively seeking those with backgrounds and/or experience that are not currently represented within the Fund.

Shortlisted applicants will be invited to an initial conversation with the Chair and at least one other trustee, with an invitation to meet all trustees at a second stage. A formal appointment will require the unanimous agreement of all Trustees.