

## Director (volunteer) Job Description

December 2022

### Creative Sustainability CIC Aims

Creative Sustainability CIC is a not-for-profit social enterprise working primarily in Stroud District and Gloucestershire and aims to:

- address and challenge marginalisation at individual, community and societal levels through amplifying grassroots voices, and influencing and facilitating change to systems of funding and contracts, in order to create better outcomes for people and communities.
- respond to the needs of young people, with a physical hub and multiple opportunities to access resources, connections, support, advocacy and representation, moving towards better mental, emotional and physical health and wellbeing.
- promote wellbeing across all domains, by creating loving, inclusive and purposeful opportunities for all, so that everyone can experience good mental, emotional and physical health.

### Organisational Values

Creative Sustainability was founded in 2010 and still maintains its original values, which are now more pressing than ever:

- INCLUSION: of people with disabilities and from disadvantaged backgrounds
- SUSTAINABILITY: developing knowledge and understanding of the issues
- EMPOWERMENT: facilitating more enabled and empowered communities

The Creative Sustainability team is always welcoming and inclusive and communicates with a wide range of people with ease. The team embrace new ideas and creative approaches to ways of doing things and see opportunities for innovation rather than problems. They are willing and enabled to take risks to create change, and comfortable with doing things differently. The team keeps love for people and planet at the core of their purpose in making a more inclusive, empowered, and sustainable future for our communities.

Creative Sustainability is:

- inclusive - valuing inclusion equality and co-production to build community and team
- democratic - recognising both self-agency and the need for formal communication and clear decision-making processes
- supportive - supporting people to develop autonomy through empathy and kindness
- creative - a thinking, learning, responsive organisation on a journey of innovation, exploration and risk taking

- a sustainability ally – it is entwined into all the organisation does
- a change maker - seizing opportunities to challenge existing practices to bring about change.

### Director Role Expectations

The Board's core role is to focus on strategy, performance, and assurance. The directors have a responsibility to understand the environment in which Creative Sustainability is operating and to lead the organisation in fulfilling its purpose with commitment to:

- Creative Sustainability's aims and values
- Effective governance and support for continued improvement
- Creative Sustainability's working style, which includes:
  - being non-hierarchical and equality driven
  - operating a loose, flexible decision-making processes
  - being sustainable in a social sense, underpinning strategic change-making
  - enabling through strengths
  - being prepared to innovate in a conservative culture

### Terms of Service

A Director is required to attend quarterly board meetings in person and to engage fully with communications regarding the meeting cycle and to do some limited interim reading and correspondence in preparation. The Director will sit on the board with 4-6 other members to:

- maintain strategic oversight
- ensure the company articles, including purposes are upheld
- oversee legal and other compliance
- ensure risk is managed robustly
- maintain suitable policies for good governance
- uphold vision and ethics
- maintain integrity of due process
- enhance cohesion across domains
- support representation
- understand the needs of people and communities
- identify where community should have influence over strategic direction

The board works with the CEO to implement the Organisational Strategy.

The term of service as a CS Director is currently unbounded. The short-term aim to set a policy in due course for a length of appointment of perhaps 3 years with the number of successive terms as two.

This role is voluntary, and no remuneration is made for services as a director. Minor travel expenses may be claimed as per the Directors Expenses Policy.

## Desired Competencies

Creative Sustainability is building breadth and diversity on the Board. Board members will have experience in one of the areas of interest to include:

- youth work
- community development
- multi sector partnership working
- national and regional strategies
- environmental sustainability
- inclusion and diversity

More general desired competencies include:

- not-for-profit sector management experience, fundraising, commercial experience
- financial management, business administration, human resources, legal
- health and safety, project management, organisational performance/development
- policy development, strategic planning, systems/critical thinking, creative thinking
- marketing, social enterprise, public relations, communications

## Personal Criteria

It is essential that directors have:

- a warm and inclusive attitude to people of all ages and backgrounds
- excellent interpersonal and communication skills
- good office IT skills including email, file sharing, office applications
- a willingness to learn new skills and participate in all training opportunities offered
- ability to learn quickly and take on tasks outside their skill set
- environmental awareness, with an understanding of sustainability issues
- high levels of organisation, focus, and production
- an ability to manage competing priorities
- a keen interest in working in the Voluntary, Community, Social Enterprise Sector

It is desirable that that directors have some of the following:

- experience of community engagement
- awareness of diversity and inclusion matters
- skills in public presentation and workshop facilitation
- experience of marketing and communications
- volunteering experience/involvement
- ambassadorial or representative skills
- political awareness
- networking ability

## Apply/Enquiries

For more information and enquiries, please contact Creative Sustainability, at [directors@cscic.org](mailto:directors@cscic.org)

**No Closing date for applications. Start date 2023**