



LONDON CHILDREN'S BALLET

JOB DESCRIPTION

Job title

Executive Director

Reporting to

Chairperson

BACKGROUND INFORMATION

London Children's Ballet aims to inspire the pursuit of excellence and change lives through dance. It is both a performance company and a registered charity, producing and staging one new ballet in London's West End each year and running outreach work throughout the year in primary schools and disadvantaged communities. LCB offers extensive training and performance opportunities for free to talented children from all backgrounds. It provides access to productions and free dance experience for those who cannot afford it, and takes ballet into community for those who are physically unable to attend the theatre.

For over 20 years, London Children's Ballet (LCB) has been a leading dance charity in the UK. LCB commissions original, full-length ballets, providing a unique training and performance experience for talented young dancers and offers emerging choreographers, composers, and designers the opportunity to create their first narrative ballet. Innovative outreach programmes introduce ballet to disadvantaged primary schools and the elderly. Three touring companies perform for special needs schools, care homes and residential centres. Roughly 10,000 individuals are impacted by the charity's work each year. Income targets are achieved through the annual production where 6,000 tickets sell out, and a fundraising programme consisting of annual support from trusts and foundations, individuals and events.

LCB is currently at a pivotal time in its development. The aim of the Board of Trustees is to build on the extraordinary achievements of our Founding Trustee and Artistic Director, Lucille Briance. The Board wishes to create a legacy of lasting value by significantly expanding LCB's charitable and artistic reach in the years ahead. LCB needs an Executive Director who can lead the organization through this transition and beyond— a confident leader, manager and strategist who is as excited about the future as we, the board, are.

The successful candidate will have the opportunity to build a strong working team, currently budgeted for three full time employees and three part-time employees to work with nine active trustees. Seven creative staff are commissioned each year with an additional 15 contractual staff supporting the outreach programme and the creative staff.

THE ROLE

The Executive Director position is a full-time role, currently based at Ladbrooke Grove, W10. Flexible working conditions may be considered for an exceptional candidate. The Executive Director will report through the Chair to the Board of Trustees and will work with the Chair, the Artistic Director and the Board of Trustees in the development and implementation of a

strategy which is commensurate with the ambitions of the Board and the charitable mission of LCB and its reputation for excellence.

The Executive Director is responsible for the formulation and implementation of a business plan, including a fundraising strategy which will;

- Develop LCB's mission and reach and ensure its financial security.
- Oversee the delivery of the charity's productions, outreach programmes and development events.
- Monitor closely the operating and financial results of the company against plans and budgets.
- Establish operational planning and financial control systems and ensure that there is adequate oversight of these areas.
- Build and maintain an effective staff/management team, an effective management structure and reporting mechanisms within the organisation.
- Develop the important networks of LCB constituencies: LCB 'graduates' LCB Tour graduates, LCB dancer parents, ballet teachers, vocational training schools, National ballet companies, distinguished ballet dancers, present and past Committee members.
- Provide professional interface for contractors and volunteers and sponsors of LCB.
- He or she should also establish what action should be taken in respect of any area in which a need for improvement is identified.
- Maintain an on-going dialogue with the Chair and Board of Trustees to impart information and as a source of advice.
- Represent and reflect LCB values in a professional manner at all times.

DESIRED QUALIFICATIONS / QUALITIES

The ideal candidate may have held a senior position in a large corporate, charity, or indeed run their own business. It is important that they have the breadth of experience to oversee the formulation of strategy through to day to day implementation whilst being mindful of all statutory and regulatory compliance issues for LCB's charitable status.

Experience of working within a creative industry would be a great advantage and/or an appreciation of the art of Ballet and Ballet as a medium for the development of strong characteristics in the young. This is what we at LCB are passionate about, it drives everything we do.

Demonstration of strong leadership and managerial skills, project and/or event management experience, fund raising experience, donor management or indeed direct management of a trust or foundation are all relevant and highly desirable.

Clear and concise communication, an ability to multi-task, a 'can do' attitude are essential attributes for the role. LCB is a small team and often requires an 'all hands on deck' approach.

Working knowledge of the ThankQ operating system would be a bonus, or comparable relationship management systems.

The ideal candidate will be highly numerical and commercially aware. He/she will actively seek out new opportunities for fundraising and sponsorship.

The ideal candidate will create an infrastructure and culture which reflects LCB's mission and values.

CLOSING DATE

Applications (Cover Letter and CV) should be addressed to Lady Marks, Chairperson, London Children's Ballet and emailed to hr@londonchildrensballet.com on or before Friday 14th October 2016.