

## Chair of the Finance and General Purposes Committee & Trustee SCOTTISH ENSEMBLE

Remuneration Trustee roles are not accompanied by any financial remuneration.

Location Glasgow, with meetings also occasionally held in Edinburgh.

Time commitment Four Board meetings and four Finance and General Purposes Committee meetings per year.

### Role Description

#### Objective

The Chair of the Finance Planning and General Purposes Committee plays a key governance role for Scottish Ensemble (SE). The Committee reviews SE management accounts and financial planning in detail, and also advises management on strategy, staffing, governance and key operational issues. The Chair of this Committee works with the General Manager to prepare papers and review accounts in preparation for meetings of the Committee. The Committee meets four times per year.

#### Chairman Responsibilities

- Set Annual Order of Business
- Set meeting dates
- Determine agenda items for each meeting
- Review and approve minutes of meetings before issue
- Liaise with general manager prior to each meeting of the committee
- Liaise with general manager, book keeper and external auditors regarding the preparation and completion of the annual accounts
- Stand in for SE Chairman as required
- Chair the Board Appointments Committee
- Act as a signatory to SE's bank accounts
- Check monthly salary payments against bank statements
- Promote SE

#### Key Areas of Focus

- Review and development of Corporate Governance Policies and Procedures
- Risk management
- Accounting policies and procedures
- Review of budgets, management accounts and statutory accounts
- Review and development of all internal controls, financial and operational
- Strategic planning
- Succession planning

## Person Specification

- Chartered accountant
- Experience of both the profession and commercial/charity sectors
- Interest in classical music
- Able to work effectively with a small dedicated group of directors and staff
- Have a good network of business and personal contacts
- Strong strategic and operational capabilities

## Scottish Ensemble Board of Trustees

The Board of Scottish Ensemble comprises ten lay directors and three player directors, including SE's Artistic Director, Jonathan Morton. The Chairman of the Board is Samantha Barber, an experienced non-executive director and CEO.

There are four Board meetings per year, plus an annual away-day for Board members and management. If appropriate individual members of the Board may also work with management on strategic projects directly related to their professional background. The Board meets four times per year.

## Trustee responsibilities

Being a Trustee of a charity is an exciting and fulfilling role. The most effective Boards are ones which benefit from individuals from a diverse range of backgrounds, experiences and skill sets. The role of a Trustee is to ensure that Scottish Ensemble delivers on our vision, mission and core values.

## SE Mission

Re-defining the string orchestra, and inspiring audiences in Scotland and beyond

## SE Vision

Scottish Ensemble is the most flexible and distinctive string ensemble in Europe. Every project, from quintet to chamber orchestra forces, is conceived through engagement with the communities for which it is being created, and performed to the highest international standard. Scottish Ensemble is acclaimed for working with world-class soloists and artistic partners across artforms to develop unique, immersive cultural projects, which push the boundaries of classical music performance, and widen access and appreciation.

## SE Core Values

- We believe in versatility, experimentation, and entrepreneurialism, both on and off stage
- We are committed to the communities where we perform, and to Scotland's international cultural stature and creative identity
- We integrate creative learning and professional development into all our activities
- We believe that creative collaboration enriches our projects for artists and audiences alike

- We always strive for clarity, energy, and openness in our interaction with each other and with partners outside the organisation
- We are committed to making our vibrant performances powerful, challenging and rewarding experiences for everyone

### Scottish Ensemble Biography

Re-defining the string orchestra, Scottish Ensemble (SE) inspires audiences in the UK and beyond with vibrant performances which are powerful, challenging and rewarding experiences. Known both in the UK and internationally for its versatility and ambitious programming, SE reaches out to create rich partnerships across boundaries of genre, geography and musical style.

Founded in 1969 and based in Glasgow, Scottish Ensemble is built around a core of 12 outstanding string players who perform together under Artistic Director Jonathan Morton. SE's distinctive programming style habitually blends music from different ages, offering new perspectives and making unexpected connections. Performing standing up, the individual players bring an energetic and passionate dynamic to every performance, both in the concert hall and in SE's comprehensive programme of education and outreach activities.

Alongside performances across Scotland, SE presents an annual series of concerts at London's Wigmore Hall and has appeared at BBC Proms and the Edinburgh International, City of London, Aldeburgh and St Magnus festivals. Recent invitations to tour abroad have resulted in engagements in Belgium, Austria, Turkey, Taiwan, and China. In 2013 SE undertook an 11-date tour of the USA, performing in prestigious halls including Walt Disney Hall and New York Town Hall. In 2015/16 SE will give performances in Brazil, Sweden, Turkey, France, and Romania. [www.scottishensemble.co.uk](http://www.scottishensemble.co.uk)

Scottish Ensemble is a part of Creative Scotland's portfolio of regularly funded organisations.