



Art History Link-Up

Registered charity number 1172792

Application Information:

Treasurer to the Board of Trustees

September 2023



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Art History Link-Up

Art History Link-Up provides free accredited Art History courses for state students in museums and galleries and online. After the courses, students often choose to pursue the subject at university and/or a career in the arts, keeping the subject and sector alive, diverse and vibrant. We feel that increasing opportunities to learn about art history is crucial: fewer than eight state schools in the country currently offer History of Art A level. Our programmes offer benefits to a diverse range of students who might not otherwise have these opportunities: access to the arts, cross-curricular connections, and enhanced skills and career development.

Art History Link-Up works with other cultural organisations to link young people to the art and architecture in public collections. Learning to look and understand our rich visual culture is more important than ever before: this opportunity to learn about art and benefit from it should be available to every young person.

Art History Link-Up was established during the 2016/17 academic year. Our first scheme 'Art History for Everyone' offers students a taught Extended Project Qualification (EPQ) – equivalent to up to half an A level in UCAS points – alongside two modules of the A Level Art History course with the opportunity to take a second year of the course and sit the A level exams. The course is structured around examples of art and architecture in our great collections. There is significant demand for places. The majority of students come from under-represented backgrounds.

Until March 2020, our courses were hosted at The Wallace Collection and The National Gallery in dedicated teaching space on term-time Saturdays. Then when public spaces closed as a result of the pandemic in 2020, our courses were delivered entirely online. This allowed us to double the student numbers and to broaden our offer to even more students who may not have been able to participate due to geographical or other barriers to access. We returned to in-person teaching at the National Gallery in March 2022 in a hybrid format and in September 2022 we started a new and successful academic year at The Courtauld Institute of Art, with half the student cohort in the classroom/ galleries and other students following the same class online.

We haven't stopped there. We piloted an 'Introduction to Art History' course, funded by the Band Trust, in 2022 which saw over 50 state school children aged between 13 and 15, learn about Art History at The Dulwich Picture Gallery, Courtauld Institute, National Gallery Sir John Soane's Museum. We are currently developing a second iteration of the Introduction pilot with

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partners, over the next three years, alongside a communications campaign to 'Save Art History', funded by our long-term supporters, The Rothschild Foundation. Looking to the future, we have an ambitious set of plans to increase our outreach, in a number of different formats, to make sure that we keep inspiring the next generation.

Our work is generously supported by a number of trusts and individuals - for a full list, please see our website. AHLU Founder and CEO, Rose Aidin, oversees the day-to-day running of the charity, with a small office team, and of our students, supported by our team of teachers, teaching assistants, and volunteer EPQ mentors.

The Board of Trustees

Art History Link-Up is looking for a new Trustee to join the Board.

Our Board currently comprises eleven dedicated individuals, between them holding broad experience across several sectors and disciplines. After recent growth, and with plans for improvement and expansion, we are now looking to supplement the Board with a further talented appointment.

As a member of the Board of Trustees you will have responsibility for:

- Providing strategic oversight and leadership, ensuring that Art History Link-Up pursues its stated objectives.
- Ensuring effective and efficient administration of the charity, including approving the budget, defining goals and targets, evaluating performance, and taking appropriate action to manage risk.
- Taking a limited but hands-on role to support the delivery of certain elements of the charity's work (e.g. marketing, accounting, recruitment).
- Ensure resources are used effectively to ensure the overall financial sustainability of the charity in future years.
- Contributing to and safeguarding the reputation and values of the charity and our partners, being an excellent advocate for Art History Link-Up and the young people we work with.
- Supporting our freelancers and volunteers to help them contribute positively and professionally to the development of the charity and its programme.
- Ensuring that Art History Link-Up operates in accordance with the principles of good governance, complying with its Articles of Association, its safeguarding and recruitment policies, charity law, and any other relevant legislation or regulations.

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Person Specification: Treasurer to the Board of Trustees

Overview:

To maintain effective governance of Art History Link-Up's affairs, ensuring its financial viability and ensuring that proper processes and procedures exist for assuring all financial records, decisions and delegations are maintained.

Key Responsibilities

1. **Strategic**

- To assist and advise in the formation of the Charity's strategy with particular regard to ensuring that the Charity has the resources to deliver the strategy.

2. **Financial**

- To ensure that the Board receives appropriate budgetary and financial information on the activities of the charity including Annual Accounts
- To ensure that all accounts are prepared and disclosed in the form required by funders and the relevant statutory bodies
- To recommend to the Board appropriate accounting procedures, controls and policies consistent with the scheme of delegation;
- To oversee the appointment of auditors and book-keeper and review on a regular basis.
- To work in close partnership with the CEO and any other relevant stakeholders in executing their responsibilities and achieving their goals.
- To ensure that the Charity monitors and sets an appropriate reserves policy
- To ensure that the Board is aware of its financial duties and responsibilities and the need to comply with all legislation
- To ensure that all equipment and assets are adequately maintained and accounted for.

3. **Governance**

- To ensure that the Board is aware of its financial duties and responsibilities and the need to comply with all legislation
- To ensure that all financial policies, procedures and the appointment of external financial advisors are reviewed on a regular basis
- To ensure that the Board's scheme of delegation is reviewed on a regular basis

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- To act as Chair of the Finance and Governance sub-committee of the Board
- To assist the in the annual appraisal of the Chair, having consulted with other trustees and executives of the Charity

General responsibilities of a Trustee

In addition to the responsibilities outlined above, the Treasurer as a Trustee has the following general responsibilities:

- Contribute actively to the Board of Trustees' role in giving strategic direction to the charity, setting overall strategy and policy, setting targets and evaluating performance against agreed targets;
- Ensure the financial stability of the organisation and the proper investment of the Charity's funds;
- Ensure the Charity applies its resources exclusively in pursuing its objectives;
- Ensure the effective and efficient administration of the Charity;
- Safeguard the good name and values of the Charity;
- Declare any conflict of interest while carrying out the duties of a Trustee;
- Be collectively responsible for the actions of the Charity and other Trustees;
- Participate in other tasks as arise from time to time, such as interviewing new staff, helping with fundraising;
- Attend meetings and subcommittee meetings as appropriate and read papers in preparation for the meeting;
- Keep informed about the activities of the charity and wider issues which affect its work.

In addition to the duties of all Trustees, each Trustee should use any specific skills, knowledge or experience they have to help the Board of Trustees reach sound decisions. This will involve scrutinising Board papers, leading discussions, focusing on key issues, and providing advice and guidance requested by the Board on new initiatives, or other issues, to the area of the Charity's work in which the Trustee has special expertise.

Application

To apply, please provide:

i. A CV of no more than two sides of A4; this should provide details of your educational background, employment history, directorships and trusteeships, membership of professional bodies and details of any publications or awards;

and

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ii. A supporting covering letter of not more than two sides of A4, setting out how you meet the criteria – please make sure you refer to the trustee responsibilities and person specification above.

To talk to further to someone about the role, please contact the Chair, Toby Monk, toby@arthistorylinkup.org to arrange a phone call.

Applications should be sent to AHLU Chair, Toby Monk, toby@arthistorylinkup.org as soon as possible, and in any event no later than 1 October 2023. Successful applicants will be invited to an interview with a member(s) of the Board at a mutually convenient time.

Additional Information

Time commitment

Trustees are expected to attend c.6 Board meetings a year in central London (online access to meetings is usually possible). Additional time will be required to study papers and to be available for providing advice and/or approvals by email in between meetings.

Remuneration

Trustee roles are unpaid. Expenses are not usually paid, unless agreed in advance.

Term of Office

A term of three years will be offered in accordance with our governing document. A second and third term can be served, if sought by the trustee and if the candidature is supported by the Chair and a majority of the Board.

Recruitment and Volunteer policy

Our Recruitment and Volunteer policy are available to download from our website at www.arthistorylinkup.org.

Equal opportunities

It is the policy of Art History Link-Up to provide equal opportunities for all qualified individuals regardless of race, colour, religion, ethnic or national origin, sexual orientation, age, gender medical condition or disability in accordance with the Equality Guidance Act 2010.

Charitable status

The charity Art History Link-Up (charity registration number 1172792) is a Charitable Incorporated Organisation (C.I.O.), registered address The Old Rectory, Wiggonholt, West Sussex RH20 2EL.

For more information visit
www.arthistorylinkup.org

Thank you for your interest in Art History Link-Up. We Look forward to receiving your application.

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