



Board of  
Directors

<b>The Role:</b>	Director – Board of Directors, Q Theatre Ltd
<b>The Boss:</b>	Chair of the Board
<b>The Terms:</b>	3 Year Term, Time Commitment: approx. 20 hours per month
<b>Date:</b>	November 2014

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### OUR VISION

Q Theatre is a magnet for New Zealand's professional performing arts

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### OUR PURPOSE

To connect artists, producers and audiences to showcase artistic excellence all the while unlocking the economic potential of New Zealand's professional performing arts

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### Q VALUES

- Collaboration – We work with a range of partners to achieve our strategic outcomes.
  - Flexible and Agile – Our performance spaces are used in many way by many different people
  - Accessible - We are outstanding hosts, welcoming people of diverse cultures, ages and experiences.
  - Independent - We are proudly owned by the community, for the community. We are a home to many.
  - Sustainable - We use our resources responsibly as our success makes Auckland's performing arts stronger.
  - Extraordinary- We are home to extraordinary experiences, both on stage and off.
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### YOUR ROLE

Being a Director on the board of Q means you will contribute a unique set of professional skills and experiences that complement the capabilities of other Directors on the Board. Your skills and experience will help Q to achieve its vision and purpose in a creative, ethical, legal and commercially astute manner.

As a board member you will:

- Be passionate about the arts and fundamentally believe in the Q vision, purpose and strategic direction.
- Communicate Q's vision by acting as a representative of Q in a variety of settings, adding value to the organisation in ways that align with Q's purpose.
- Be available to regularly attend Board and other Q related meetings, including sub-committees as required.
- Stay informed about Board matters, prepare well for meetings, and review and comment on minutes and reports.
- Make a serious commitment to participate actively in Board work including strategic planning.



## Board of Directors

- Volunteer for, and willingly accept, assignments and complete them thoroughly and on time.
- Serve as a resource of knowledge and counsel to the leadership team, and fellow governors.
- Chair and/or serve on Board sub-committees as appointed.
- Build collegial working relationships that contribute to board consensus.
- Actively participate in the Board's annual evaluation and planning efforts.
- Assist in locating and developing funding sources for the organisation.
- Represent the organisation as and when required by the Chair.

### PERSON SPECIFICATION

#### Business Skills & Experience

In making appointments to the Q Theatre Ltd Board, the Trust must consider the range of skills, experiences and competencies of existing board members. The candidate will supplement the skills and competencies of the appointed board to ensure, overall, the board holds a combined skill set including expertise, experience or understanding in:

#### 1. Governance

Including:

- The legal obligations of company directors
- Understanding of the role of Governors in organisational leadership and effective relationships between Board and Staff
- Proven governance experience gained through membership on other boards
- Demonstrated understanding of governance models and techniques supported by evidence of professional development

#### 2. Strategic Business Planning & Development

Including:

- Proven entrepreneurial flair and leadership
- Expertise in business management
- Experience in people leadership models, including mentoring and coaching leaders
- Experience in managing CEOs and their performance
- Understanding of organisational culture development and implementation

#### 3. Business Finance & Acumen

Including:

- Understanding of financial and taxation matters relating to operational business activities
- Experience in analysing business accounts and finances



#### 4. **Building Strategic Partnerships**

Including:

- The importance of building strategic business partnerships to supports Q's business viability, including having connections and being networked in:
  - Performing arts industry
  - Corporate business world
  - Local and central government bodies
  - High net-worth individual
- Securing Investment Partners / Fundraising
  - Private donors
  - Sponsorship (cash, contra and services)
  - Institutional partners
  - Trusts and Foundations
  - Local and Central Government

#### 5. **Audience Development, marketing and communications**

Including:

- Understanding of leading international practice in audience development
- An understanding of brand building, both external as well as internally
- Understanding of strategic communications, particularly with external stakeholders

#### 6. **Performing Arts Management**

Including:

- Understanding of various art forms, including professional theatre, dance and other performing arts in a New Zealand context
- Expertise in theatre operations and processes

#### 7. **Venue Management**

Including:

- Strong understanding or experience in complex facilities management.
- Experienced at leading hospitality functions or revenue generating food and beverage businesses



## 8. Diversity

Including:

- An understanding of the benefits of having a range of diverse values, opinions and perspectives available to draw from to enhance decision making
- Awareness and passion for the changing face of Auckland
- Awareness and passion for a diverse range of performing art forms

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### Core Competencies

As a board member you will demonstrate competencies in the following areas:

- Value diversity (particularly other cultures & Tikanga Maori)
- Financial literacy
- Business acumen
- Ability to think strategically
- Ability to work collaboratively
- Leadership Ability to influence funders, investors and stakeholder

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### Board Diversity

When selecting a new member, the Board ensures a diverse spread of knowledge, values and opinions by considering the contribution of each individual board member and the cumulative skillsets that are available by considering:

- Relevant professional backgrounds, skills and expertise that a board member will bring to the role
  - Gender representation
  - Generational and cultural representation of Qs key target markets
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## RELATIONSHIPS

### Internal

Q Leadership Team

Chairman

Other Board Members

### External

Performing Arts Community

Stakeholders council

Mana Whenua

Patrons & Audiences

Investment partners including prospective and existing funders, donors, Sponsors and suppliers.