

**01** WHO ARE WE

**02** WHAT DO WE DO

**03** ROLE OF A TRUSTEE

**04** LEGAL RESPONSIBILITIES

**05** WHAT WE ARE LOOKING FOR

**06** COMMITMENT & RESPONSIBILITIES

**07** HOW TO APPLY

# WHO ARE WE

Miracle Theatre is a leading regional touring theatre company, founded in 1979. We are firmly rooted in Cornwall and committed to delivering a rich variety of work that is inspiring, moving, funny, and relevant. Our productions are fully adaptable for a wide range of venues, from rural touring locations to mid-scale theatres.

We produce fresh and accessible adaptations of classic plays and promote new writing. Combining over 40 years of small-scale touring experience with a continuing quest for innovative production techniques, we bring 'big' shows to 'little' venues in every corner of the region.



We put our audience at the heart of our activities, taking our shows into local communities and performing work that is inventive and inviting.

By targeting mixed-age audiences, we aim to give young people the experience that theatre is a natural and enjoyable social activity.

# WHAT WE DO



- Touring productions: Outdoor summer tours (c. 50 performances at up to 30 venues), an annual residency at Falmouth's Princess Pavilion, as well as indoor theatre tours across the winter months.
- Artist development: Supporting individual artists and emerging companies through commissions, employment, on-the job training, and resource-sharing.
- Community engagement: Encouraging new audiences and making theatre accessible to all.
- Collaborations: Working with other organisations to explore opportunities and pursue new ways of working.
- Funding: We are a National Portfolio Organisation (NPO), funded by Arts Council England and Cornwall Council.
- Our production base is in Redruth, Cornwall.

# ROLE OF A TRUSTEE

## WHY WE ARE RECRUITING?

We are seeking passionate and committed individuals from diverse backgrounds to join our Board of Trustees. Our trustees play a vital role in guiding and supporting Miracle Theatre and safeguarding its future.

## WHAT DOES THE ROLE INVOLVE?

- Ensuring that Miracle is well managed and financially viable, with business plans, budgets, and resources in place to support its work.
- Ensuring that Miracle operates within the requirements of the law, regulation, and its funders.
- Monitoring risk and performance and ensuring they are regularly reviewed and managed. Ensuring compliance with all relevant legal and regulatory frameworks.
- Overseeing the implementation and review of appropriate policies and procedures.
- Measuring impact and delivery against the requirements of funders and stakeholders, including Arts Council England's Investment Principles and Activity Plans.

# LEGAL RESPONSIBILITIES

## AS A TRUSTEE OF A CHARITY, YOU WILL HAVE LEGAL RESPONSIBILITIES THAT INCLUDE:

- **Duty of Compliance:** Ensuring that the charity complies with its governing document, charity law, and any other relevant legislation or regulations.
- **Duty of Care:** Using reasonable care and skill in your role to ensure that the charity is well run and efficient.
- **Duty of Prudence:** Managing the charity's resources responsibly, ensuring that assets are used for charitable purposes and risks are assessed and managed appropriately.
- **Conflicts of Interest:** Declaring and managing any personal or financial interests that could be seen to affect your decision-making.
- **Financial Oversight:** Ensuring that the charity's financial affairs are conducted properly and transparently.
- **Acting in the Charity's Best Interest:** Making decisions that are solely in the best interest of the charity and its beneficiaries.

FOR FURTHER DETAILS, YOU CAN REFER TO GUIDANCE FROM THE CHARITY COMMISSION AT [WWW.CHARITYCOMMISSION.GOV.UK](http://WWW.CHARITYCOMMISSION.GOV.UK).

# WHAT WE ARE LOOKING FOR

We aim to have a board that reflects the world and region we work in and offers a broad range of skills and experience. No previous board experience is necessary and we particularly welcome applicants who have expertise in:

- Finance
- Legal and governance
- Fundraising and sponsorship
- Theatre, arts and culture
- Marketing and communications
- Community engagement
- Business strategy and planning

# COMMITMENTS & RESPONSIBILITIES

## TIME COMMITMENT & RESPONSIBILITIES

- Trustees are expected to attend five board meetings a year, including the AGM and an away day.
- Meetings are usually held at our base in Redruth, but trustees can attend online.
- Trustees should be willing to act as ambassadors for Miracle Theatre, championing our work and helping to secure new funding, partnerships, donations and sponsorships.
- The presence of trustees at events, such as opening nights, is encouraged and appreciated.
- The role of a trustee is voluntary, but reasonable expenses (e.g., travel and childcare costs) will be reimbursed.
- Trustees serve a three-year term, with the possibility of re-election at the end of the term. Trustees can step down at any time.

## SUPPORT AND DEVELOPMENT

- We encourage attendance at sector events and conferences.
- We offer a welcoming board environment, which will support new Trustees in their role.

# HOW TO APPLY

## APPLICATIONS

If you are interested in joining our board, we'd love to hear from you! Please submit this [form](#).

**DEADLINE 9AM 24TH MARCH 2025.**

If your application feels like the right fit for both parties, we will invite you to observe a board meeting before formally joining.

For an informal chat about being a Miracle Trustee please call the Miracle office on 01209 216762 and speak to Annie (Managing Director) or Bill (Artistic Director).

**FOR MORE INFORMATION ABOUT THE  
GOVERNANCE OF CHARITIES AND THE  
ROLE OF TRUSTEES, VISIT:  
[WWW.CHARITYCOMMISSION.GOV.UK](http://WWW.CHARITYCOMMISSION.GOV.UK)**