



CHAIR & BOARD MEMBER RECRUITMENT PACK



“to promote and develop the knowledge, practice, appreciation, enjoyment and performance of contemporary jazz in the Midlands.”

April 2024

www.mjazz.co.uk



Supported using public funding by
**ARTS COUNCIL
ENGLAND**



**Funded by
UK Government**

1. Introduction:

Thank you for your interest in serving on the board of Directors for mjazz, a dynamic and innovative organization dedicated to promoting and developing jazz music in the East Midlands. As a potential board member, you will play a vital role in shaping the future of mjazz and advancing its mission of fostering a vibrant jazz community and enriching cultural life in the region.

About mjazz:

mjazz is a partnership of five jazz agencies across the East Midlands, including Derby Jazz, Jazzpac Lincoln, Jazz Steps Nottingham, Leicester Jazzhouse, and Northampton Contemporary Jazz. Together, these organizations collaborate to coordinate and develop the jazz ecology in the region, delivering impactful programs, educational initiatives, and community events that showcase the best in contemporary jazz and engage audiences of all ages and backgrounds.

Established in 2009 mjazz has become a respected player in the national music scene commissioning new work and presenting the best jazz available to a thriving audience.

mjazz is a National Portfolio Organisation of Arts Council England

Mission

mjazz has been created to promote and develop the knowledge, practice, appreciation, enjoyment and performance of contemporary jazz in the East Midlands.

Vision

The East Midlands will be a lively and dynamic region for contemporary jazz – for artists, participants, audiences and their communities.

Our Impact

Our activity is based right across the Midlands always presenting the best in jazz. In 2023 the partnership delivered the following:

- 135 performances
- Reaching almost 8,000 people
- Employing over 500 artists
- 12 workshops attracting over 200 participants

2. Why are we recruiting a new Chair & Board Members?

In the dynamic landscape of cultural funding and changing audiences, mjazz recognizes the need to keep evolving to maintain our relevance and impact. To achieve this, we must bring to mjazz fresh perspectives, innovative approaches, and diverse skill sets that can build upon our past successes while driving us forward into an ambitious and vibrant future.

Jazz holds a significant place in the cultural fabric of the East Midlands, yet the evolving needs of audiences and musicians demand our adaptability and innovation. It's paramount that we not only preserve but also nurture the playing, appreciation, experience, and understanding of jazz in the 21st century.

This imperative for change stems from a comprehensive governance review aimed at refining our operational framework to meet the demands of the future while building upon our established legacy of success. As a voluntary-led organization with limited administrative resources, recruiting new board members is essential for mjazz to ensure effective governance, foster organizational growth, and advance our mission of promoting jazz music in the East Midlands.

We have identified key areas where expertise is crucial, including in Equality, Diversity, and Inclusion (EDI), marketing and audience development, and education. To drive forward our initiatives in these areas, we require a new Chair who can lead mjazz with passion, clarity, and strategic awareness, guiding us through these transformative developments with vision and purpose.

The role descriptions can be accessed here:

- [Chair](#)
- [Equality, Diversity & Inclusion](#)
- [Marketing, Business Development and Audience Growth](#)
- [Education](#)
- [Practicing musician](#)

These new Board members will work alongside the existing jazz promoters in the region who each have nominated Board representatives.

Thank you for considering this exciting opportunity to join the mjazz board and contribute to the vibrant jazz community in the East Midlands. We look forward to receiving your application and welcoming new members to our team!

Sincerely,

Geoff Wright
Chair - mjazz

3. Your Responsibilities

As a board member, you will be responsible for providing strategic guidance, oversight, and support to mjazz, ensuring the organization remains true to its mission, values, and strategic priorities. In addition you will be expected to lead on a specific area of mjazz as identified above.

Key responsibilities include:

- Setting strategic direction and long-term goals for mjazz
- Providing financial oversight and ensuring sound fiscal management
- Monitoring programmatic impact and evaluating organizational performance
- Representing mjazz to stakeholders, partners, and the broader community
- Contributing expertise, insights, and networks to support organizational growth and sustainability
- Upholding ethical standards, legal compliance, and good governance practices

4. Candidate Profile:

In addition to the capabilities and responsibilities identified in the specific role descriptions successful candidates must possess the following:

- Passion for jazz music and a commitment to advancing its presence and accessibility in the East Midlands
- Strategic vision and leadership experience in the arts, non-profit, or cultural sectors
- Strong communication, interpersonal, and collaborative skills
- Ability to think critically, make informed decisions, and work effectively as part of a team
- Demonstrated commitment to diversity, equity, and inclusion, with a desire to promote access and representation within the jazz community
- Willingness to dedicate time, energy, and resources to fulfil board responsibilities and contribute to mjazz's success

5. Expected Time Commitment:

- Attendance at 4 online Board meetings per year
- Attendance at 2 Creative Planning days per year
- Commitment to work on developing strategy outside of these meetings
- Regular attendance at mjazz partner events and shows (free tickets provided)

6. Recruitment Process:

Information Sessions:

We will be holding 2 ZOOM calls for any interested applicants:

- Friday May 17th 12 noon
- Wednesday May 29th 6.00pm

Please email exec.officer@mjazz.co.uk to register your interest.

Application: Interested candidates are invited to submit a CV and a brief statement of interest outlining their qualifications, experiences, and motivations for serving on the mjazz board to Keith Jeffrey exec.officer@mjazz.co.uk

DEADLINE: **Weds June 5th – 9.00am**

Screening: The mjazz board recruitment committee will review applications and shortlist candidates based on their alignment with the desired qualifications and criteria outlined in the candidate profile.

w/c: June 10th

Interview: Shortlisted candidates will be invited to participate in an interview with members of the recruitment committee, providing an opportunity to discuss their background, skills, and potential contributions to mjazz in more detail.

w/c: June 17th

Selection: Following the interview process, final candidates will be evaluated based on their fit with mjazz's needs, values, and strategic priorities, with selected candidates recommended for board appointment by the existing board members.

w/c: June 24th

Induction: Newly appointed board members will receive a comprehensive orientation and onboarding process, including an introduction to mjazz's mission, programs, operations, and governance structure, as well as ongoing support and training opportunities to facilitate their integration into the board.

TBA

Application Submission:

To apply for a board position with mjazz, please email your CV and a covering letter to Keith Jeffrey exec.officer@mjazz.co.uk . Please indicate your preferred Board role. If you have any questions or require additional information, please don't hesitate to contact us.