

PAPERTRAIL

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TRUSTEE RECRUITMENT PACK

PAPERTRAIL.ORG

Croeso | Welcome...

“Thank you for your interest in becoming a trustee for Papertrail. I am delighted to be the current Chair and look forward to being joined by new board members in the next phase of the company’s storytelling journey.

I discovered Papertrail ten years ago after seeing its launch show, Day to Go, and was struck by the beauty and value of the work and its relevance to communities in Wales. Since then, Papertrail has created an incredible track record of producing high quality theatre, capturing and telling untold important stories that need to be heard. Stories of refugees facing unimaginable experiences, stories from working class communities in Barry that were relayed to audiences as they travelled aboard a local bus, stories of former prisoners shared with audiences over a meal at The Clink Restaurant in Cardiff, Stories of the nuclear links between Wales and Japan during the second world war and, more recently, we were proud to present A Visit, our latest production, produced in association with Clean Break. This gripping drama highlights the impact the prison system has on families, especially single mums serving time from Wales. The success of this performance last year has opened opportunities for it to tour in 2025.

We have several exciting new projects in development including, Moses, Grobbelaar and Me which is written by our founding director, Bridget Keehan and Co-Director Jonny Cotsen.

As the company develops, we are developing our board too. As we begin this new phase of Papertrail we would like to hear from potential trustees from a diverse range of backgrounds who share our values and ambition, who can work alongside the core team, the board and help us shape the future of Papertrail.”

Suzanne Carter
Chair of Papertrail





Our aim is to dig out untold stories and present them to audiences in engaging ways. Each production blends distinctive writing with adventurous staging, and involves working alongside communities in the creation of the work. Our process is driven by curiosity. We want to get to know the people in a particular place and find the story that needs to be listened to.

Papertrail has been producing shows for over 10 years and is about to embark on a new chapter.



Thanks to support from Arts Council Wales, Founder and Director Bridget Keehan and new Co-Director, Jonny Cotsen have created a new strategic vision for Papertrail to continue to capture and share untold stories, especially from those who are unrepresented in theatre including the Deaf community. Over the next few years, Papertrail plans to develop the company by recruiting a team to support its ambitious plans, including, a General Manager and Creative Producer. It will develop an Associate Artist & Mentoring scheme and a pilot a BSL interpreter/theatre director training programme.

VISION

Papertrail is a theatre company that aims to engage with the broadest range of individuals and communities across Wales and to create opportunities to tell stories through live performance. Through collaborative partnerships we strive to break down barriers to creative participation, challenge societal norms, entertain and inspire.



VALUES



Creatively ambitious: We aim to bring distinctive productions to people in different places, to embrace innovation in the way that we work, and to tell stories in exciting and unexpected ways.

Supportive: We take care in the way we interact with people and, by working in partnership, seek to provide ways for everyone we meet to access their creativity, fulfil their potential and enjoy their experience with us.

Courageous: We aim to take creative risks and to challenge ourselves and others. We are not afraid to ask difficult questions.

Imaginative: We want to work with big ideas and in different ways with bold, inspiring people to create and share new kinds of theatre.

Inclusive: We are open and welcoming in our approach, curious about new possibilities and believe that everyone we work with should feel listened to and valued.



WHO WE ARE LOOKING FOR

We are really keen to hear from:

- people who are passionate about arts, culture and Welsh language
- adhere to inclusivity and equality
- those with professional employment experience
- volunteering experience
- diverse lived experiences

Professional and Volunteer Experience

We are keen to hear from people with professional and volunteer experience who have the following skills:

- Financial
- Human Resources and Governance
- Legal
- Fundraising

While experience within the arts, charitable or public sectors is beneficial, Papertrail also welcomes individuals who bring valuable insight from other backgrounds.

Addressing inequality in the Arts.

Our work engages with a wide and diverse range of people and we want our Board to reflect this. It is our aim to enable more people from under-represented communities to have their voice heard.

We want to address structural inequality and are particularly keen to receive applications from people who are underrepresented in the arts sector, and from those who experience discrimination due to race, gender identity, sexual orientation, marital status, race, religion, nationality, ethnic origin, disability or age.

TRUSTEE ROLE



This is a summary of our Job Description. The full Job Description can be found on our website page.

Essential skills as a Trustee

- A genuine passion for arts, culture and communities.
- A strong understanding of the importance of inclusivity and equitable practice.
- Committed to working collaboratively with fellow trustees, the staff team, and community partners.
- Keen to foster positive, respectful relationships that reflect Papertrail's ethos of shared learning and support.
- Passionate about Wales and its cultures and supportive of the Welsh language.
- Ability to respectfully discuss and scrutinise official documents and processes.

Some skills you might already have:

- Experience of working with a range of funders and partners.
- Understanding of the charitable, arts or public sectors, particularly small arts organisations.
- Lived experience that resonates with the work of Papertrail and the projects it has created to date.

TRUSTEE ROLE



Your commitment as a Trustee

- We hold on average four board meetings a year, some in person and some online. Sometimes we might expect you to attend additional meetings to offer your counsel or expertise on certain areas of the business.
- Trustees need to allocate time to read Board papers and emails, as well as attend an annual strategy day with the staff team.
- As a Trustee with Papertrail you will have responsibility for ensuring that we fulfil our organisations charitable objectives and continue to serve audiences and communities throughout Wales and beyond.
- We ask that Trustees commit to serving on the board for a minimum of three years.
- Trustees are volunteers and unpaid for their duties on behalf of Papertrail. However travel expenses for attendance at away days and attendance at board meetings will be met.

To be a trustee, you must be:

- Aged 18 or over
- Based in the UK
- Must not be disqualified from acting as a trustee unless granted a waiver by the Charity Commission.
- Able to commit to a minimum of three years on the board and have time for meetings and scrutinising documents. Commit to attending the performances and events that Papertrail creates.

We are in the process of becoming a Charity and we expect our trustees to commit to the Charity Commission's six essential duties. More information about the Charity Commission's Trustee's duties can be found [here](#).

WHAT WE HOPE YOU WILL GET FROM THE EXPERIENCE



- The chance to help shape the future of Papertrail at a pivotal as it develops its new vision.
- Be a part of a committed group of Trustees and a dedicated staff team who are diligent and passionate about sharing untold stories and connecting with it's communities.
- Learn more about the creative production process and how Papertrail contributes to the theatre in Wales and beyond.
- Opportunities to learn about best practice and accessible and inclusive training plans.
- Learn to develop effective decision-making skills; increased understanding of team management and developing relationships.
- Use your lived experiences and expertise to inform the development of the company and overcome barriers to participation in the arts.



REVIEWS: A VISIT



NATION.CYMRU

“A Visit is a must-see force of a production...If you want to see more plays but never seem to find the time, make time for A Visit. If you want to get out of the house, use your freedom to see A Visit. If you know or don’t know anyone who has been incarcerated, go and see A Visit. Go with your mother. Go with your sisters. Go with your friends. Go on your own. Go and see A Visit.”

ALEX JONES MP PONTYPRIDD

“What a fantastic experience seeing A Visit at YMa, so powerful emotive and raw. The acting, the music, the incredible inclusivity-every bit of it was superb.”



REVIEWS: A NIGHT IN THE CLINK



THE STAGE

“Affecting and poignant prison drama”

NATION.CYMRU

“It fuses immersive theatre, issue-driven theatre, real-life stories, bilingual theatre...and also food. It’s a melting pot of a theatrical dish, and one that works as elegantly as Michelin star service.”



REVIEWS: A DAY TO GO

BUZZ MAGAZINE

“A wonderful, eye opening experience that never stops giving.”

WALES ARTS REVIEW

“A melodic, multi-layered, deftly designed and superbly, skilfully wrought production”

CURRENT BOARD OF TRUSTEES



Suzanne Carter

Suzanne has been working in arts, cultural and events marketing for over 25 years. She trained as a journalist at University of Wales, Cardiff. She has worked with local authorities, charities, small and large cultural organisations.

She now works as freelance as a Marketing and Communications Consultant and has supported in the last few years Sherman Theatre, National Dance Company Wales, Citrus Arts, UPROAR, Adverse Camber, The Other Room and People Speak Up. Suzanne is Chartered Institute of Marketing registered.



Dr Amanda Rogers

Amanda is Associate Professor in Human Geography and the Geohumanities based at Swansea University. Previously she worked as a stage manager, director and assistant producer, and more recently has helped commission dance films, curate photography exhibitions and produce arts festivals in Southeast Asia. Her research is interdisciplinary but is committed to equality and participation in the arts – particularly for marginal groups. She has previously campaigned for greater racial diversity on stage and screen, but more recently has been doing work that advocates for using the arts to help expand discussions in civil society (in contexts where this is restricted) and for promoting the engagement of young people in the arts.



Dr Branwen Davies

Branwen is a playwright, theatre maker and dramaturg and currently runs the Urdd Youth Theatre.

Branwen was previously the Literary Manager at the Sherman Theatre and is passionate about new writing and discovering and empowering new voices for the stage. Recent theatre work includes translating *Fleabag* for Theatr Clwyd and dramaturgical work for Theatr Iolo and Taking Flight Theatre Company. Branwen is a guest lecturer at the RWCMD and has also collaborated with Illumine Theatre, Papertrail, Os Nad Nawr, Dirty Protest, Mess Up The Mess, Sherman Theatre, Theatr Genedlaethol Cymru and WAVDA.





HOW TO APPLY



If you would like to find out more about being a trustee for Papertrail please contact the General Manager, Alexandra Lort Phillips: manager@papertrail.org.uk

If you decide you would like to apply to be a trustee we ask for:

- Covering email/ letter telling us why you would like to be on the board,
- Your CV
- To complete the Equal Opportunities Form which can be found on our website.

We also welcome 2 minute videos to be submitted as well.

If you are shortlisted, we will invite you to have a conversation with a current board member.

We will invite successful applicants to observe a board meeting where you will be able to meet other trustees and the core team before formally accepting the role.

Find out more about Papertrail:

Papertrail.org.uk

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