

JOIN THE BOARD



WELCOME

Thank you for your interest in joining the Calderstones Mansion House Community Interest Company (CIC) Board of Directors. The Reader Group consists of The Reader Charity and the CIC.

The Reader is a national charity that uses the power of literature and reading aloud to transform lives. Our Shared Reading model brings people together creating powerful moments of connection.

Social enterprise has always been at the heart The Reader and the ability to generate commercial revenue at Calderstones is absolutely essential to the sustainability of the site and indeed The Reader.

The CIC also provides Social business value through a number of different ways. Simply put, we exist to:

- Improve wellbeing through a creative community and the power of Shared Reading
- Demonstrate how a creative model of health improves social connection and wellbeing
- Generate our own income to support The Reader and provide meaningful employment and volunteering

Income is currently generated through our social enterprise activity at Calderstones, namely The Reader Ice Cream Parlour, The Reader Café, The Reader Bookshop and our events business.



The Calderstones Community Interest Company has three goals:

- **To provide services that are valued in the community and contribute to the mission of The Reader Charity**
- **To provide meaningful opportunities for employment and skills, particularly for those who need it most**
- **To provide a sustainable unrestricted source of income to support The Reader's primary purpose**

"At this exciting time we need experienced, socially conscious and ethically motivated individuals to help take us to the next level. Direct commercial acumen is vital alongside the experience of scaling up a venue based organisation. Though currently based at Calderstones, our vision is to create a portfolio of social enterprise units across the Liverpool city region to increase our impact in communities currently isolated from our work."

Jemma Guerrier

Managing Director



"At The Reader you are a person, you're thought of as a complete individual and your needs are taken into account."



DIRECTOR OF THE CALDERSTONES MANSION HOUSE COMMUNITY INTEREST COMPANY (CIC)



Could you help The Reader further its mission and build its social enterprises? We are looking for two new independent Directors of the Calderstones Mansion House Community Interest Company and are particularly interested to hear from people with experience of values led organisations. You do not need to live locally to Calderstones Park in Liverpool and travel expenses will be provided. However, a knowledge and connection with the wider Liverpool City Region is vital. The roles are unremunerated and require a three year commitment in the first instance.

What you'll be getting up to:

- Providing expert support and advice to the Directors Group on behalf of the Board and supporting the work of the organisation wherever you can.
- Attending all CIC Board meetings, which are crucial to the sound governance of the CIC (usually four per year). This gives you a chance to regularly come to the site and see for yourself how things are going and chat to staff and volunteers in person.
- Ensuring that there is a strong and ambitious strategic and business planning framework in place.
- Ensuring a sound financial and budgetary framework.
- Actively reviewing and overseeing the management of risk - supporting the Directors Group in making sure that the good things do happen and that the bad things don't.
- Monitoring the effectiveness of the CIC in relation to all our plans.
- You'll have access to all our publications and literature and you'll be more than welcome to attend our Think Days (staff engagement events) and other programmed events.

Other things it might be helpful to know

The recruitment opportunity has arisen due to two Independent Directors retiring from the Calderstones Mansion House Community Interest Company Board to join The Reader's Board of Trustees.

Operational decisions at The Reader are delegated to The Managing Director, Jemma Guerrier, the Director of Social Enterprise Anton Clarke and the Directors Group.

The Reader has a long term 125 year lease from Liverpool City Council for Calderstones, which includes the following buildings: Storybarn, Coach House and related courtyard outbuildings, potting sheds, Mansion House and car park adjacent to the courtyard. The current Directors on the CIC Board are Anita Marsland (Chair), Pranav Sood, Phillip Davies, Sarah Fletcher, Virginia Hopton, Pauline Hughes and Kelly Spells. Biographies can be found [here on our website](#).

The role of the CIC Directors is a strategic one. Directors are responsible for the sound governance of the CIC. For your assistance, you will be provided with the CIC's governance pack which sets out and gives explanatory notes in relation to the CIC's governance documentation, including all significant policies, and the CIC Business Plan.

What we'll expect of you:

- Uphold the values and objectives of The Reader.
- Familiarise yourself with our work, and actively support the leadership team.
- Prepare for, attend and fully contribute to meetings of the Board; treating all other contributions with respect.
- Participate in sub-committees where needed.
- Be an ambassador for The Reader all times.
- Declare any relevant interest.
- Respect confidentiality of information.

What you can expect from us:

- Induction and other specialist training, as appropriate.
- Plenty of notice of the annual schedule of Board Meetings.
- Administrative assistance with, and advice about matters associated with your role as a Director.
- Agendas and meeting papers circulated a week in advance of meetings.

Limited amounts of Trustees' and Directors' personal data (e.g. address, date of birth) will occasionally need to be shared with other organisations we are registered with, or apply to use services from, in order to fulfil identification verification requirements and comply with anti-money laundering checks. This information would only be shared for these limited purposes and only with organisations we are satisfied are fully compliant with UK GDPR.

Desired Experience:

- Experience of regeneration projects/commercial scaling of venues /community-building / place making (this could be Local Authority)
- Capital development
- Arts / heritage venues (those who have established trading arms)
- Candidates who have had experience scaling up a socially-trading organisation or values-led business
- Candidates who can be advocates for Calderstones Mansion House Community Interest Company and The Reader within Liverpool City Region

WHAT SHARED READING DOES

"It's about feelings.
It's about reading
something and saying
'that's just made me
feel this' - it's about
connection. That's
what happens in the
room in between the
story."

If you're new to literature or not, the impact of getting together and connecting through reading aloud, whether a book or poem, is at the heart of everything we do. In contrast to traditional reading groups, in our Shared Reading sessions the reading takes place within the groups themselves, rather than in advance. The liveness of the reading opens up space for new thoughts to emerge and new connections to be forged. We read with school groups, families, adults, looked after children, older people in care homes, adults with physical and/or mental health conditions, people coping with or recovering from addiction and individuals in the criminal justice system.

We know that our work is helping to improve wellbeing, reduce isolation and build stronger communities. We offer the opportunity for all those who work or volunteer with us to experience and benefit from Shared Reading. It is open to all and you don't need to be academic or have previous experience with literature. You might be surprised at what Shared Reading can do for you too.

Katie Clark
Director of Literature



85%

say Shared Reading
helps them to
understand other
people better

95%

say Shared Reading
makes me
feel better

95%

look forward to
their group as an
important part of
their week



OUR VALUES

Our values reflect and shape our behaviour and guide us as we work together to bring people together and books to life.



We read to lead

Great literature is in our DNA, developing imagination, deepening understanding and expanding experience. Reading is also about the kind of attention and understanding we give to our actions, other people and the wider world.

We are kind but bold

Through kindness we inspire ourselves, and others, to do more than we might have thought possible, always aiming for encouragement and trust. But we are bold, too, in saying what we mean as clearly as we can.

We make our own pattern in the world

We don't simply do as others do, we try to work out what is good and right, and do that. We value innovation, foresight and bold ideas in every part of our organisation.

We learn from experience and we learn through our mistakes

We're not afraid of owning our mistakes: understanding them helps us grow. We try to be creative in difficult situations, lively-minded and willing to learn.

We love The Reader and take responsibility for it

Everyone at The Reader is The Reader. We each take responsibility for making The Reader as good as it can be: we pick up the rubbish, speak up when we've made a mistake, notice and try to fix the glitches.



BELONGING AT THE READER

Our diversity, equality and inclusion statement



In a nearly twenty-year history of developing Shared Reading groups, The Reader has created thousands of warm and welcoming spaces where all comers are seen and, when they choose to speak, heard.

We consciously work to build the same warm and welcoming feeling, the feeling of belonging, throughout our organisation. Kindness is one of our values and it helps us care about how we treat each other, always aiming for encouragement, openness and trust.

We use our values to try to ensure The Reader is a thoughtful environment, and we ask that everyone is bold, building an environment where all needs and concerns can be raised, listened to, and when possible acted upon. So we'll ask you to tell us if you have any specific needs or if there are things we can do to make you feel more at ease.

One of our values is 'we make our own pattern in the world' and we do that by appointing the best candidate to the role. We will not discriminate against applicants on the grounds of age, caring responsibilities, colour, disability, employment status, sex, gender, gender identity, marital status, nationality, race or ethnic origin, religion or belief, sexual orientation or socio-economic status.

In our commitment to build diversity into our teams and programmes, we are particularly keen to receive applications from people from black, Asian and minority ethnic backgrounds; LGBTQ+; those with disabilities, those with unconventional life experience or educational background.

If you require any reasonable adjustments during our recruitment processes, including assistance with reading this page or documents linked to below, please contact jobs@thereader.org.uk

APPLICATION PROCESS

"The Reader is a warm, generous and supportive team. A real cliché but it really does feel like one big family where everyone has your back."

How to apply

Candidates should submit their CV alongside a covering letter that articulates how their experience connects to the job description and role requirements. Please send this to laurakershaw@thereader.org.uk by Friday 28 June 2024. Unfortunately, if we receive a high volume of applications, we may not be able to reply to everyone individually.

Equal opportunities

We are committed to attracting diverse candidates. Applicants who meet our minimum (essential) criteria and identify as one of the following will be guaranteed an interview: Black, Asian and Minority Ethnic, LGBTQ+, those with disabilities, those with unconventional life experience or educational background.

Selection process

If successful at shortlisting, you will be invited to interview. We will keep you informed of our expectations during the process but please note that these interviews will be conducted on site at Calderstones rather than remotely.

Attending the interview

We will cover travel expenses for anyone who is not currently in a position to do so. If you need any more information on the format of the interview, who will be interviewing, and what to expect on the day, please contact laurakershaw@thereader.org.uk.

An offer of appointment to the position of Director to the Calderstones Mansion House Community Interest Company Board is conditional upon receipt of two satisfactory professional references. Referees will be sought from an applicant once an offer of appointment is made. A basic DBS check will be undertaken as part of the induction process.

If you have any special requirements, please let us know in advance and we will be happy to make any adjustments needed.



Key dates

Closing date for applications is Friday 28 June 2024. The shortlisting process begins the week commencing 1 July 2024.

Interviews will take place in the week commencing 22 July 2024.

We will ask Candidates to visit the Calderstones site to:

- Participate in a Shared Reading session with a group of staff members (40 mins)
- Take a site tour with the Director of Social Enterprise (30 mins)
- Attend a panel interview (60 mins)

Successful candidates will:

- Meet with the Chair of the Calderstones Mansion House CIC Board.
- Receive an in-person induction session at Calderstones Mansion House, including receiving key governance documents and completing a basic DBS check.

Find Out More

Visit our website

For the latest opportunities and news, along with ways you can get support the Reading Revolution and details of where to find a Shared Reading group, visit thereader.org.uk

Drop into a group

Experience the joy of reading aloud together in a Shared Reading group - for free and for everyone. Visit the website or call 0151 729 2200 to find a group near you.

Tune into The Reader podcast

Discover what our Reading Revolution is all about and help spread the word. Listen on Spotify or Apple.



Find us @thereaderorg



The Reader is supported by:



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

