

PHOTOFUSION. HOME FOR THE MAKERS.



Trustee Information Pack

Photofusion is one of the largest photography hubs in the UK, offering just about every facility, service and opportunity anyone interested in photography could need.

For 30 years, Photofusion has championed, supported and celebrated photography and photographers. While we are well known for our darkrooms, gallery space, digital printing facilities, and education programme, what we are most proud of is the community of photographers and makers who have been part of Photofusion over the years.

Photofusion was established in 1990. Among the founding members were a group of female photographers who were concerned about the way women were portrayed in the media. They formed a cooperative to document real women doing real things: doctors, nurses, teachers, mothers. *Representation, inclusion and diversity* have always been at the heart of what we do.

Thank you for your interest in joining Photofusion's Board of Trustees. We are looking for a variety of individuals from backgrounds, with experiences, skills and interests to bring to the company and help shape and inform our work. In particular, at the moment, we are looking for individuals with experience in law, fundraising, finance, or Arts Council England's National Portfolio and Let's Create strategy.

This pack contains further information about Photofusion, what we do and what being a Trustee for Photofusion involves. For further information please contact Director Jenni Grainger. jenni@photofusion.org / 0207 738 5774

CONTENTS OF THIS PACK

- Our Vision, Mission, and Values
- Our Staff
- Board of Trustees
- Governance Information
- The Role of Trustee
- How to Apply

Please also see [Photofusion's website](#) and social media for more information on our current activities.



www.instagram.com/photofusionuk



<https://twitter.com/photofusionUK>



OUR VISION

Our vision is for people from every walk of life to express themselves confidently through photography.

We seek to provide genuine opportunities for artists to make and exhibit ambitious work that asks important questions. As an organisation, we also aim to be seen as the source for expertise, ranging from technical processes to collaborative and socially engaged practices, to project development and curation.

OUR MISSION

Our mission is to be a photographic hub where anyone can find opportunity, expertise, encouragement, and community. A home for the makers.

OUR VALUES

Our company values, that are the beating heart of our organisation:

- Community and Conversation
- Inclusion and Diversity
- Craft/Creativity/Making
- Expertise
- Creative Ambition

Nothing makes us happier than watching our artists progress in their practices. It's exciting to think that the next "big thing" may just be a small thing taking root at this very moment in our studio, our monthly Saturday Sessions, or our creative courses with Lambeth Adult Learning. This is where ideas get started.

STAFF

Jenni Grainger. Director
Richard Wills. Digital Production
Paul Ellis. Education, LCN
Nick Jones. Film Developing
Francesca Hummler. Gallery & Education Programming
D.Wiafe. Youth Programming & Community
Donald Swan. Finance
Scarlet Yates. Gallery & Marketing Coordinator

BOARD OF DIRECTORS

Katy Barron. Chair
Paul Graville
Anthony Luvera
Amelia Odida
Destinie Paige
Geof Raynor
Nicola Shipley
Anne Williams

“It is a genuine honour for me to be the Chair of the Board of Trustees of Photofusion. For 30 years, Photofusion has championed, supported and celebrated photography and photographers. While we are well known for our darkrooms, gallery space, digital printing facilities, and education programme, what we are most proud of is the community of photographers and makers who have been a part of Photofusion over the years. As Chair, it is a privilege to help support the ambitions and goals of the organisation and to lead the board and the wider team into their new home and a new era.”

Katy Barron. Chair



GOVERNANCE INFORMATION AND THE ROLE OF TRUSTEE

Photofusion Educational Trust is a registered charity and a company limited by guarantee. Our trading arm of the organization is Photofusion Limited. Both Photofusion Educational Trust and Photofusion Limited are governed by a Memorandum and Articles of Association. Board members are registered directors of the Company with Companies House and are also registered as charitable trustees with the Charity Commission.

Board members have legal, financial and fiduciary duties under company law and charity law. They also have responsibilities for ensuring that the Company complies with the conditions placed on grants from public and private funds. The board has a responsibility for Photofusion's vision and strategy. The day-to-day management of the majority of these duties is delegated to staff, however, the ultimate responsibility for the organization lies with the board.

The Board has undertaken a skills audit of current and departing members. We have some specific needs outlined below but we are equally keen to hear from individuals who do not meet these criteria but who believe they could contribute to our thinking and to our future success and resilience. Prior experience of governance is not necessary as we are committed to full and appropriate induction and training for all trustees.

Specific skills needed as of February 2024

- **Finance:** qualified accountant or equivalent level of knowledge with charity finance experience
- **Legal:** currently practicing within the legal profession or who has significant skills and experience within this field
- **Fundraising:** within the arts sector and / or well networked to help support development activity
- **Arts Council England National Portfolio and / or Let's Create strategy:** experience of ACE's current National Portfolio and / or knowledge of the Let's Create strategy.

Although we have listed specific skills above, often qualities are just as important as experience, so please feel free to get in touch with us and talk about other skills that you think transfer to being a Trustee for Photofusion. There are no expectations that you went to university to apply to be a Trustee with us. We're interested in hearing from people with a wide range of experiences and ages.

Photofusion is also an inclusive employer and supports the individual needs of everyone who works with us, either permanent, freelance or voluntary. If there are adjustments, we can make to adapt the role of Trustee to the specific needs of successful candidates, we will commit to doing so. We also aim to meet the access needs of applicants at all stages of the recruitment process - please contact us if you feel we've missed anything.

Terms of appointment for all board members

- The appointment will be made initially for 3 years, at the end of which they will retire and will be eligible for reappointment by resolution of the directors
- Please note this is a volunteer role
- No remuneration will be made for the role but travel and out-of-pocket expenses can be reimbursed where required and agreed

Attendance and availability

- Quarterly board meetings (every three months) and any extra meetings where required, such as the Finance sub-committee and Nominations sub-committee
- Board meetings take place in Brixton at our offices (if in person) or on Zoom. They are usually early evening and mid-week
- Gallery exhibitions and advocacy events
- Telephone and email support for senior staff when required according to the particular specialist knowledge the trustee brings with them

In addition, Trustees are expected to

- Commit to the mission and values of Photofusion
- Understand and accept the legal duties, responsibilities and liabilities of being a Trustee
- Help to make sure that Photofusion is well governed and complies with its constitutional and charitable objectives
- Take joint responsibility for the charity's effective and responsible fundraising
- Act as ambassadors for Photofusion and, where possible, open doors and help the charity to grow its networks and contacts
- Actively contribute to Photofusion's plans and strategic direction
- Contribute ideas and contacts in developing our network of partners, supporters and donors

If you are unfamiliar with the role of Trustee, we would be happy to talk to you about it, or you may find the following links helpful:

[HMRC's Trustee Welcome Pack](#) [The Essential Trustee \(6 main duties\)](#)

With the support of Lambeth Council, Photofusion offers free arts education and artist development programmes. In collaboration with 198 Contemporary Arts and Learning gallery in Herne Hill, South London, our creative courses are for anyone 19+, living in Lambeth and on low wages or unemployed.



Expressions of interest should be made by email to jenni@photofusion.org highlighting (in 500 words maximum, or a 5 minute maximum-length video or audio file) what skills and attributes you can bring to the role of Trustee. Please demonstrate your reasons for wishing to become a Board member of Photofusion. If you have experience of a similar position previously, please demonstrate that in your application. If you do not have previous experience, that is not a problem. We offer training to all Trustees. You must declare if you have been disqualified from acting as a Trustee previously. Please state any access requirements for us to best accommodate these should we take your expression of interest further. **DEADLINE: Monday 1st April 2024.**

We would also be grateful if you would anonymously complete the Equal Opportunities Monitoring Form on our website. Photofusion is committed to being an equal opportunities employer. It is not obligatory but, by completing this form, you will help us monitor the effectiveness of our reach and allow for the collation and reporting of (anonymised) data to effect change where it is needed. The categories we use are taken from the Arts Council England standard reporting criteria – if you would like to suggest a different category, please let us know.

Shortlisted candidates will be invited for an informal meeting with the Director. An induction will be offered to all new board members once confirmed.

Photofusion is committed to widening access to working in the arts and value the positive impact that difference has on our company. We are therefore particularly interested in hearing from people who are underrepresented in the sector, such as those who identify as D/deaf and/or disabled, those from low socio-economic backgrounds, people of African or Caribbean heritage, South Asian heritage, East Asian heritage, West Asian heritage, Central Asian heritage, South East Asian heritage, East Asian and South East Asian heritage and people of Middle East and North African heritage, and those who have experienced racism. By the term ‘those who have experience racism’, we are referring to individuals who have experienced discrimination based on the colour of their skin, race and / or their culture.

If you have any questions or would like an informal chat, please also email our Director,
Jenni Grainger on jenni@photofusion.org

We look forward to hearing from you!

