

## LeedsCEP Chair - Role Description and Person Specification

### Context

Arts Council England in partnership with the Department for Education launched The Cultural Education Challenge in 2015 to improve the alignment of cultural education for young people through **Local Cultural Education Partnerships (LCEPs)**. There are over 120 LCEPs across England.

Established in September 2017, [LeedsCEP](#) brings together a diverse and growing membership of over 50 organisations from arts, cultural and education sectors which cover all geographical areas of Leeds. We believe every child should have access to a high quality arts and cultural education, and LeedsCEP is working in partnership to deliver this ambition. LeedsCEP provides a collective voice within the city. We aim to lead a path through co-creation of practices and policy, to develop sustainable, creative opportunities that address inequality in Leeds. LeedsCEP's [Action Plan](#) summarises the partnership and its context and priorities.

### Purpose of the Role

The LeedsCEP Chair will provide strategic leadership and have overall responsibility for the delivery of the vision. This is a voluntary role.

**Length of Appointment:** minimum commitment of 2 years

**Indicative Time Commitment:** minimum 1 day per month, to include steering group meetings, event attendance and strategic meetings with key partners. We are keen to hear from non-traditional applicants and welcome informal discussions about how we could support you to fulfil the requirements of the role around other commitments.

### Support Available

- Additional support from Leeds City Council and [IVE](#) (Bridge organisation for Yorkshire and the Humber) via regular planning meetings.
- Administrative support from IVE to convene and service meetings.
- Programme of chair support and development from IVE including peer learning for regional LCEP chairs.

### Main Responsibilities

- Chair termly meetings of the LeedsCEP steering group.
- Strategic representation of the LeedsCEP at regional and national level, as and when required.
- Ensure that the LeedsCEP is connected and well networked in order to raise the profile and put forward the views of the partnership.
- In consultation with members of the Steering Group make key decisions on behalf of the LeedsCEP ensuring the partnership functions and develops.
- Steer fundraising activity and ensure funding agreements are serviced and reporting requirements are met.

### Person Specification

- Belief in the value of Cultural education as a concept and the broader benefits of all children and young people having access to high quality arts and creative learning.

- Previous experience of successfully chairing a group at a similar level.
- Experience of leading on organisational development.
- Sound understanding of governance and confidence in providing leadership and guidance on matters relating to transparency, decision making, allocating resources, achieving results and accountability.
- Experienced strategist able to see the bigger picture, with an understanding of how to involve others in the development of a shared vision and strategy.
- Ability to make and nurture high level relationships.
- Access to a broader network in the realms of commerce, industry, policy-making and/or government would be seen as an advantage.

For an informal discussion of the role, please contact Sarah Beckett on 07718453248.