

Recruitment pack

Chair, National Criminal Justice Arts Alliance

About the National Criminal Justice Arts Alliance

The [National Criminal Justice Arts Alliance](#) (NCJAA) aims to ensure that the arts are used within the criminal justice system as a springboard for positive change. The NCJAA represents a network of over 900 individuals and organisations that deliver creative interventions to support people in prison, on probation and in the community, with impressive results. We support this transformative work by providing a network and a voice to promote access to arts and culture for people in the criminal justice system, as a springboard to positive change. Find out more on the NCJAA's [Twitter](#) and [LinkedIn](#).

The NCJAA is embedded in [Clinks](#). Clinks supports, promotes and represents the voluntary sector working with people in the criminal justice system and their families. Our vision is of a vibrant, independent and resilient voluntary sector that enables people to transform their lives. The NCJAA has a distinct network, identity and website as well as an advisory board, an independent chair and distinct funding for specific work.

About the role of Chair

This is an exciting opportunity to take on the role of Chair of the National Criminal Justice Arts Alliance at an important time in its history.

The Chair of the NCJAA has a crucial and leading role in promoting and advocating for the arts and arts organisations working with people in the criminal justice system.

In recent years the NCJAA has gone from strength to strength and become an Arts Council England National Portfolio Organisation. The NCJAA has recently reviewed its governance and its position within Clinks and has established a

new NCJAA advisory board, chaired by an independent chair. The advisory board will appoint a vice chair drawn from the advisory board.

Term and remit

- The Chair is an individual selected through an open recruitment process
- The Chair serves a term of 3 years. They may be re-elected for a second term of 3 years, after which they must leave the board for at least a year before standing again
- The role is voluntary. Travel and other expenses can be met.

Who are we looking for?

We're looking for an enthusiastic and experienced leader with a track record of achieving positive change, developing strategies, and achieving effective collaboration across agencies. The Chair of the National Criminal Justice Arts Alliance will be passionate about the role the arts can play in the criminal justice system, the transformative power of the arts as a springboard for positive change.

If this sounds like you we'd be delighted to hear more about you.

There are people underrepresented in the UK's cultural workforce, including in the work of the NCJAA, and we know that many face barriers when looking to join. We want to change this and will provide support and training where this would be helpful.

We are particularly interested in hearing from:

- Racially minoritised people
- People with lived experience of the criminal justice system (including those who have spent time in prison, been on probation or who have had contact with the police).

As part of Clinks, the NCJAA is striving to be anti-racist. We strongly encourage those who identify as being from a racially minoritised background to be part of our growth and change.

Key aspects of the role

1. To play a leading role in promoting arts in criminal justice, representing the NCJAA.
2. To play a leading role in developing and reviewing the NCJAA's overall strategy, engaging with the advisory board and network in the process.
3. To chair the NCJAA advisory board, facilitating approximately 4 meetings a year, enabling all members to express their views and ensuring that recommendations are reached in an open and timely fashion.
4. To provide collaborative leadership for the NCJAA network, aiming for a balance of broad inclusivity and clear direction.
5. To maintain a close working relationship with Clinks, as the legally accountable body for the NCJAA.
6. To provide advice and support to the NCJAA staff team, working with the NCJAA manager who is responsible for managing and organising the work of the team.
7. To build positive working relationships and deepen the support for the work with influential stakeholders, making connections, expanding our network and bringing new partners to the table.
8. To act as a representative for the NCJAA to key stakeholders in Government (e.g. attending meetings of the Reducing Reoffending Arts Forum, organised 3 times a year by the Ministry of Justice) and to funders where relevant (e.g. at meetings with grant-making trusts and Arts Council England).
9. To act as host at the annual Anne Peaker lecture and other conferences and events as needed.
10. To share any of these roles as appropriate with the vice-chair, or delegate to other advisory board members with their agreement.

Person specification

Practical commitment

- Able to commit at least 2 days a month to the role
- To attend regular meetings online and occasionally in person (usually in central London).

Experience

- Substantial leadership experience, with a track record of achieving change, either as a manager or in a voluntary role
- Experience of developing vision and strategy for an organisation or sector
- Experience of achieving collaboration across different agencies and disciplines.

Knowledge

- Sound understanding and strong insight into the current issues in the arts in criminal justice
- Understanding of good practice in governance, including accountability structures and how to involve members or service users.

Skills and abilities

- Ability to chair meetings and facilitate decision-making with an appropriate balance of leadership and involvement
- Excellent communication skills, including public speaking and representing issues to senior figures
- Strong analytical skills, e.g. for assessing data or seeing big-picture issues for the sector
- Able to build relationships, expand networks and develop new partnerships.

Attitudes and values

- Infectious enthusiasm for the aims of the NCJAA and the role the arts can play within the criminal justice system
- Passionate commitment to the arts, and to equality and diversity
- Energy, good humour and openness to new ideas.

How to apply

1. Find out about the role

Take some time to consider if you are interested in the role. You can find out more about the work of the NCJAA on our website, www.artsincriminaljustice.org.uk. Feel free to contact us if you would like a short conversation with one of the current co-chairs to help you make your decision. Email alice.cropper@clinks.org.

2. Tell us why you are interested

We welcome any form of expression of interest – this may be writing us an email or sending in a video or vlog. We are interested in getting to know you, so please tell us about yourself. We have no strict format as to what to include, but if you need some inspiration we recommend looking at the person specification supplied, and if you need some prompts here are some questions to guide you:

- Why do you care about the NCJAA's work?
- Why do you want to be Chair of the NCJAA?
- What can you bring to the NCJAA?
- What would you like to gain from being Chair?

Send your expression of interest, along with your CV, to alice.cropper@clinks.org by **9am, Monday 1st November 2021**.

Please also fill out an equality and diversity monitoring form and send it separately to hr@clinks.org, with the subject line 'Chair of NCJAA'.

3. Let's get to know each other

After receiving your expression of interest, we will consider if we think we are a good fit for one another. If we do, we will invite you to have a conversation with us.

This will be made up of one of the current co-chairs, a member of the NCJAA advisory board, members of the NCJAA staff team and our Arts Council England relationship manager.

This conversation will be via Zoom, and we will provide the questions beforehand. Discussions will likely take place in early November.