



Trustee Recruitment pack

July 2026



Welcome from Accessible Arts and Media's Board of Trustees

Hello, and thank you for your interest in becoming a Trustee of Accessible Arts & Media.

For over 40 years, AAM has supported York residents who face barriers to taking part in creative, social and community life. Through music, media, performance and sensory creative activity, we help people build confidence, learn new skills, make friends, tell their stories and be seen for who they are.

We believe everyone can learn, everyone can be creative, and everyone can play a part in their community when the right support's built in from the beginning.

We're also delighted to welcome Tim Wheeler, who joined AAM as Executive Director in May 2026. Tim brings more than 35 years' experience of disability-led and inclusive arts practice. He co-founded and led the theatre company Mind the Gap, has worked with arts and cultural organisations across the UK and internationally, and most recently helped to develop All In, the UK and Ireland's access scheme for arts and culture. Tim is working with the Board, staff, participants and partners to shape AAM's next chapter.

We're looking for new Trustees to join our friendly Board and help us shape AAM's next chapter. You might already have board experience, or this might be your first trustee role. What matters most is that you believe in our work, can think carefully with others, and want to help AAM be well-run, sustainable, inclusive and ambitious. We are looking for a new Chair and up to three new board members.

We would particularly welcome people with experience of charity governance, finance, fundraising, safeguarding, arts and community practice, education, health or care. We also strongly welcome people with lived experience of disability, learning disability, neurodivergence, mental ill-health, dementia, caring responsibilities, or barriers to participation in arts and culture.

Thank you for considering AAM. We look forward to hearing from you.

Lucy Galliard Chair, on behalf of the Board of Trustees

Could you help shape a more inclusive, creative York?

About Accessible Arts and Media

Based in Clifton, York, Accessible Arts & Media (AAM) is a registered charity and company limited by guarantee. Since 1982, we've delivered inclusive creative learning and wellbeing projects for people of all ages.

Our work includes:

- Creative sensory activities for people with complex disabilities, dementia, and mental ill-health
- Training programmes where learning-disabled adults and young people develop leadership skills
- Singing and signing choirs
- Accessible music-making groups
- Creative media programmes that help people tell their stories

Taking part helps people:

- Build confidence and resilience
- Learn new skills for life, education, and work
- Make friends and connect with their community
- Share their talents through workshops, performances, and films
- Feel valued, creative, respected and connected

Our recent impact:

Last year AAM:

- engaged 598 people in creative learning and wellbeing activities;
- created 779 hours of paid employment for freelance artists;
- was supported by 29 volunteers;
- had 450 people access free learning resources via our website; and
- worked with over 40 partners across education, culture, voluntary, health, social care and business sectors.

Why become a trustee?

Being a trustee is a rewarding way to support a local charity while developing your own skills and experience. As a trustee at AAM, you will:

- Help shape our strategy and future direction
- Use your knowledge and experience to guide and support the staff team
- Play a part in ensuring AAM is well-run, financially secure, and making a real difference
- Join a warm, supportive board where learning and collaboration are valued
- Most importantly, you'll be helping to build a more inclusive York where everyone can shine.

What Trustees do

Trustees provide oversight, support, and challenge to ensure AAM runs smoothly and achieves its goals.

Collective responsibility: All Trustees share responsibility for Board decisions. A Trustee may bring particular skills, knowledge or lived experience, but they do not represent a single group, funder, organisation or personal viewpoint. Their duty is to act in the best interests of AAM and its charitable purposes.

The legal duties of charity trustees

In plain English, Trustees must:

- **Ensure AAM carries out its charitable purposes:** keep the organisation focused on why it exists and who it is here to serve.
- **Comply with the governing document and the law:** follow AAM's Articles of Association, charity law, company law and relevant regulation.
- **Act in AAM's best interests:** make decisions for the charity, not for personal benefit or outside interests.
- **Manage resources responsibly:** protect AAM's money, assets, reputation and people.
- **Act with reasonable care and skill:** use the knowledge and experience you have, ask questions and take advice when needed.
- **Ensure AAM is accountable:** be able to explain decisions, report properly and listen to people affected by AAM's work.

Key responsibilities

- Agree AAM's strategy and monitor progress against it;
- Approve budgets and monitor financial performance;
- Identify and manage risks, including safeguarding, financial, operational and reputational risks;
- Support and hold the Chief Executive to account, while respecting the distinction between governance and day-to-day management;
- Ensure AAM's work reflects its charitable aims, values and the needs of the people and communities it serves;
- Contribute expertise, lived experience, networks and constructive challenge;
- Act as ambassadors for AAM where appropriate and
- Take part in Board learning, reflection and evaluation.

Time commitment

- Four Board meetings each year, usually held online, with at least one in-person meeting where possible;
- Reading papers and preparing for meetings;
- Occasional additional meetings, development sessions or working groups, depending on your role and availability;
- Finance & Risk sub-group meetings each quarter for Finance & Risk sub-group members only;
- Attending AAM events and activities when you can, so Trustees stay connected to the work and the people involved.

Trustees are unpaid. Reasonable expenses can be reimbursed, including travel and access-related costs agreed in advance. We'll also discuss reasonable adjustments or support you may need to take part fully.



Who We're Looking For

We welcome applications from anyone who believes in AAM's work. You don't need previous Board experience. We're looking for commitment, curiosity, care, good judgement and willingness to contribute.

We're particularly interested in people who bring one or more of the following. You don't need to bring all of them.

- charity governance or organisational leadership;
- Fundraising, income generation, philanthropy or bid development;
- Finance, accounting, audit or financial planning;
- Safeguarding, care, health, social care or wellbeing;
- Education, special educational needs and disability, youth work or lifelong learning;
- Arts, culture, community arts, participatory practice or creative learning;
- Communications, digital, data, marketing or audience development;
- Legal, HR, risk management or policy experience;
- Strong connections with York, North Yorkshire or relevant communities; and
- Lived experience of disability, learning disability, neurodivergence, mental ill-health, dementia, caring responsibilities, or barriers to taking part in arts and culture.

Person specification

Essential

Commitment to AAM's purpose, values and participants.

Ability to listen, ask questions and work as part of a team.

Willingness to prepare for meetings and take part in discussion.

Respect for confidentiality, boundaries and collective decision-making.

Understanding of, or willingness to learn about, equality, access and inclusion.

Desirable, but not essential

Previous charity trustee or board experience.

Finance, fundraising, governance, legal, HR, safeguarding or digital expertise.

Experience in arts, culture, education, care, health or community development.

Networks that could help AAM build partnerships and support.

Lived experience relevant to AAM's mission and communities.

Our commitment to equity, access and inclusion

AAM wants its Board, staff, artists, volunteers and programmes to reflect the people and communities we serve. We know this is a journey of learning and improvement. We welcome applicants from a wide range of backgrounds and lived experiences, especially people who have faced barriers to leadership, creativity, education, employment or community life.

We'll make the recruitment process as accessible as we can. This can include:

- providing information in alternative formats;
- offering a conversation instead of, or alongside, a written application;
- sharing interview questions or themes in advance where this is helpful;
- holding conversations online or in person, depending on access needs and availability;
- providing BSL interpretation, captions, quiet space or other access support where reasonably possible; and
- reimbursing reasonable travel or access-related costs agreed in advance.

Built in, not bolted on: Please tell us what would help you take part in the process. You don't have to disclose personal information unless you want to. Access requests will not disadvantage your application.



How the recruitment process works

We want the process to be open, fair, accessible and useful for everyone who takes part.

1. Informal conversation: You're welcome to speak with the Chair or another Trustee before applying.

2. Application: Tell us why you're interested, what you could bring and any support you need. You may include a CV, but it's not required

3. Shortlisting: A small panel will shortlist against the role description and person specification.

4. Meeting or interview: Shortlisted applicants will meet Trustees for a conversation about the role, AAM and what they could bring.

5. Due diligence: Before appointment, we'll ask preferred candidates to complete eligibility, disqualification and conflict-of-interest checks, and any safeguarding checks required for the role.

6. Appointment: Appointments will be made in line with AAM's governing document and recorded in the Board minutes.

7. Induction: New Trustees will receive an induction pack, meet key people, visit activity where appropriate and be supported to understand AAM's work, finances, strategy, policies and governance.



Eligibility and checks

Before anyone is appointed, AAM must confirm that the person is eligible to act as a charity trustee and company director, and that the appointment follows AAM's governing document.

- Applicants must not be disqualified from acting as a charity trustee or company director.
- Preferred candidates will be asked to complete a trustee eligibility and disqualification declaration.
- Candidates must be over 18 years old. We encourage younger candidates who see this as a development opportunity.
- Preferred candidates will be asked to declare any potential conflicts of interest. Declaring a conflict does not automatically prevent appointment, but the Board must be satisfied that any conflict can be managed properly.
- Because AAM works with children, young people and adults at risk, the Board will consider whether DBS or other safeguarding checks are needed for the trustee role before appointment.
- After appointment, AAM will update the Charity Commission register and Companies House records as required.

Term of office

Trustees are appointed for an initial term of four years, renewable by Board decision for a further four-year term. The Board reviews longer service carefully to support renewal, continuity and good governance.



Credit: Jemma Mickleburgh

How to apply

To apply, please email recruitment@aamedia.org.uk by **21st August 2026**.

Please tell us:

- why you're interested in becoming a Trustee of AAM;
- what skills, experience, knowledge, networks or lived experience you could bring;
- what you would like to learn or develop through the role; and
- whether you need any access support or reasonable adjustments for the recruitment process.

You can send this as a written statement, audio or video file, or another accessible format. You may include a CV if that helps, but you don't have to.

For an informal conversation before applying, please email recruitment@aamedia.org.uk and one of our Trustees will be in touch.

Recruitment timetable

Stage	Date
Applications open	27th July 2026
Information session and informal discussions	Week commencing 10 th August 2026
Application deadline	End of day, Friday 21 st August 2026
Applicants contacted	25th August 2026
Meetings/interviews	4th September 2026
Board appointment decision	8 th September 2026
AGM and Board meeting	16 th September 2026

Find out more

- [Visit the Accessible Arts & Media website](#)
- [Visit the Charity Commission overview of Accessible Arts & Media](#)
- [Meet our CEO, Team and Trustees](#)



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