

# Job Description: Trustee with legal expertise for the London Musical Theatre Orchestra

## Role Details

**Job Title:** Trustee (with legal expertise)

**Application deadline:** 10am on 10<sup>th</sup> June 2024. Shortlisted candidates will be called to in person interview during the week of the 17<sup>th</sup> June 2024.

**Location:** Bishopsgate Institute, 230 Bishopsgate, London, EC2M 4QH

**Time Commitment:** Four main 2hr meetings per year (meetings are in person), plus some additional time for preparation and involvement in specific projects

**Duration:** 3 years, with the possibility of reappointment

**Pay:** Voluntary position; the role of Trustee is not remunerated

## About the London Musical Theatre Orchestra

The award-winning London Musical Theatre Orchestra is the UK's specialist orchestra dedicated to musical theatre. The orchestra has been hailed by audiences, critics and artists as the pinnacle of theatre musicianship, with Andrew Lloyd Webber, after a performance of his work *Love Never Dies*, declaring "no composer could ask for more".

Since LMT O's launch in June 2016, the orchestra has performed live to over 100,000 people at venues including the Royal Albert Hall, the London Palladium and Theatre Royal Drury Lane, recorded several live and studio albums and had performances broadcast to millions on BBC Radio 2. The orchestra has accompanied many of the leading artists working in musical theatre, including Audra McDonald, Michael Ball, Alfie Boe, Luke Evans, Lucie Jones, Alex Newell, Marisha Wallace, Jason Manford, Ben Forster, Carrie Hope Fletcher, Cedric Neal, Samantha Barks, Brian Conley, Layton Williams and Ramin Karimloo.

The orchestra's development arm nurtures young professional musicians at the start of their careers, offering workshops, mentoring and the monthly 'Sitz', a private rehearsal of a full musical. LMT O's music in schools programme, LMT O Upbeat, transforms UK secondary school students with no prior musical experience into concert performers in just eight weeks.

LMT O is Orchestra-in-Residence at Bishopsgate Institute. [www.lmto.org](http://www.lmto.org)

## About the charity

LMT O is a charity registered in England. The organisation has 2.5 equivalent full time employees (4 employees in total) including a full time CEO, Freddie Tapner. The charity's

most up to date accounts can be found here: <https://find-and-update.company-information.service.gov.uk/company/10136126/filing-history>

The charity was founded in 2016 with the objects “to advance, develop, improve and maintain public appreciation of the art of musical theatre for the public benefit through the presentation of a diverse programme of public concerts of musical theatre repertoire of artistic merit”.

## Role Summary

As a Trustee of the London Musical Theatre Orchestra, you will play a crucial role in guiding the strategic direction of the charity, ensuring that we fulfil our mission and objectives effectively and responsibly.

The Trustee with legal expertise position would suit someone with legal training and experience, whether their background is in-house or in private practice or both. Areas that typically fall for consideration by the Board include contracts (both internally and with other commercial organisations), employment and HR issues, and the responsibilities of the Board both generally and as the board of a registered Charity.

## Key Responsibilities

As part of the Board:

- **Strategic Oversight:** Contribute to the development and review of the charity's strategic goals and objectives.
- **Governance:** Ensure that the charity complies with its governing document, charity law, company law, and any other relevant legislation or regulations.
- **Financial Accountability:** Oversee the financial affairs of the charity, ensuring its financial viability and ensuring that proper accounting records are kept and effective financial procedures are in place.
- **Advocacy and Ambassadorship:** Act as an ambassador for the charity, advocating for its mission and values and building relationships with stakeholders.
- **Meeting Attendance:** Attend and actively participate in quarterly Trustee meetings, contributing to effective decision-making.

As the Trustee with legal expertise:

- **Legal Expertise:** Provide strategic legal advice to the Board in areas of contracts, employment and HR, and charity governance, and be able to manage/source external legal resources when required.

## Skills and Qualities Desired

- Passionate about music and musical theatre.
- Strong strategic thinking and problem-solving abilities.
- Excellent communication and interpersonal skills.
- Experience in charity governance, law, finance, fundraising, entertainment or other specific areas relevant to LMTO's work.
- Commitment to the charity's ethos and values.

## Benefits of Being a Trustee

- Opportunity to make a significant impact in the fields of music and musical theatre.

- Expand your professional network and gain additional experience in strategic management and governance.
- Work alongside a dynamic and passionate 8-person board of experts in their field.

### More information

For more information on being a trustee, please refer to the Charity Commission 5-minute guide: <https://www.gov.uk/government/collections/5-minute-guides-for-charity-trustees>

### How to Apply

Please send your CV and a covering letter explaining why you are interested in this role and how your skills and experience make you a suitable candidate to [aislin@lmtto.org](mailto:aislin@lmtto.org) by 10am on Monday 10<sup>th</sup> June 2024. Shortlisted candidates will be called to in person interview during the week of the 17<sup>th</sup> June 2024.

### Equal Opportunities

The London Musical Theatre Orchestra is committed to equal opportunities and welcomes applications from all sections of the community.