

FINANCE TRUSTEE RECRUITMENT PACK

UNLOCKING POTENTIAL | IGNITING PASSION



LONDON VOCATIONAL
BALLET SCHOOL



A WARM WELCOME TO OUR SCHOOL

London Vocational Ballet School is a full-time vocational classical ballet school for gifted children aged 10-16 based in Shepherd's Bush, West London. At our school, we take immense pride in our position as a premier location for vocational ballet training, where we offer exceptional instruction in classical ballet and various dance disciplines. Our school delivers a hybrid model of outstanding vocational ballet training wrapped around excellent academic teaching.

Our primary objective is to equip students for full-time upper school ballet training. Our vocational training approach is centred on fostering technique, versatility, and musicality, all underpinned by discipline and creativity. We believe in the power of potential. Over the years, through careful nurturing, we have produced young people who go on to achieve excellence, be that in the performing arts industry or in the world of academia.

The school differs from other ballet schools in that it does not follow any vocational exam syllabi, but focuses instead on building technique and musicality. This provides students with the chance to develop as dancers with a real sense of individuality and expression, underpinned by a pure technique. Small classes ensure each student receives intensive training and personal support.

Irrespective of a student's starting point, our commitment is to help each individual exceed their potential. We meticulously monitor each students' ability and progress to ensure a comprehensive and well-balanced curriculum that equally values both vocational and academic studies.

London Vocational Ballet School's philosophy is to inspire in its students a love of learning, music and freedom of expression through dance. Skills gained through encouragement and discipline in the ballet and academic classroom can be applied to all aspects of their life beyond.

WHAT ARE WE LOOKING FOR

Following a significant period in the school's almost 20-year history, underpinned by its rebranding as LVBS and a significant capital development project allowing additional and upgraded facilities, the school is ready to take its next steps as part of its plan for growth. We are looking to expand our financial governance team and want to recruit an additional **finance trustee** to work alongside our existing Treasurer, adding capacity, agility and fresh perspectives to our strategic financial planning. This new Finance Trustee role is designed for a proactive, responsive professional who wants to actively shape the financial future of the school. You will work closely with the Chair, the Directors, and our Business Manager to ensure robust, agile governance.

The successful candidate will play a crucial role in safeguarding the school's financial health, reviewing commercial opportunities, and ensuring robust, responsive oversight of our budgets, reserves, and funding streams. This is an opportunity for an accomplished finance professional with sharp analytical skills and a collaborative mindset to directly impact the lives of passionate young dancers.

The Board of Trustees is collectively responsible for overseeing the activities of The London Vocational Ballet School, determining its future direction and fostering an environment in which the school's mission is achieved and the potential of all of its students is realised. The Board works to ensure that the school complies with the legislative, regulatory and best-practice framework within which English education and charities operate.

The applicants will be fierce supporters of the school and its mission, attending and supporting events where necessary.

Person Specification

The candidate must have:

- Financial expertise: a recognised professional accounting/finance qualification (e.g. ACA/ACCA/CIMA/CIPFA) and experience in corporate, commercial or charity finance
- Proactive mindset: highly responsive, with a willingness to engage in timely discussion and keep projects moving forward
- Collaboration skills: able to work constructively and collaboratively alongside our Treasurer, board members and the senior management team
- Strong commitment: a genuine passion for the arts and/or education

WHAT'S INVOLVED IN BEING A TRUSTEE

Reports to:

Chair of Trustees/Board of Trustees

Responsibilities

- Partner with the existing Board, Treasurer and SMT to oversee the school's long-term financial strategy and reserves
- Provide timely, ad-hoc financial advice to the Chair and SMT on pressing financial matters
- Assist in evaluating the financial viability of new growth opportunities
- Review and streamline internal financial controls to ensure the school remains compliant and highly efficient
- Actively participate in the Finance Sub-Committee to ensure swift decision-making between main Board meetings.

Time Commitment

Trustees are also asked to commit to four Main Board meetings a year (2.5 hours) and four Subcommittees (1 hour). These meetings are currently held virtually. All trustees are expected to participate in discussions and make decisions as required.

Location

We are open to trustees from anywhere in the UK. Most meetings are currently held remotely.

Remuneration

This role is not accompanied by any financial remuneration although reasonable expenses may be claimed.

LVBS are committed to developing trustees and will invest in appropriate training.

NEXT STEPS

If you are interested in applying, please send an up-to-date, comprehensive CV and interest letter, explaining your suitability for the role to recruitment@londonvocationalballetschool.com. All applicants must have the right to work in the UK. Thorough safeguarding checks, including criminal records and reference checks in line with our safer recruitment policy, will take place before the position is offered to an individual. LVBS is committed to promoting Equality, Inclusion and Diversity within our recruitment process and encourages applications from candidates of all backgrounds.

If any candidate would like to have an initial discussion around the role, please contact us by e-mail.

