

LYRIC



Board Member Information Pack

Thank you for your interest in the voluntary role of Board Member at the Lyric Theatre.

We hope this pack will help you decide if you would like to apply by giving you a brief insight into the company and what is expected of the role.

If you are interested but would like an informal chat with some of our current trustees, we would be delighted to hear from you. Please contact recruitment@lyrictheatre.co.uk and we can arrange a suitable time.

As an organisation committed to equality, diversity and inclusion, we know that a Board which reflects our audiences and the communities we collaborate with is key to our future success. We want our organisation at every level, to represent the multiplicity of perspectives and experiences present in Northern Ireland today.

This open recruitment process is our commitment to developing the Lyric's Board long-term. You do not need to have previous Board experience to apply and where required, relevant training will be offered to new members, in addition to a Board induction.

WHAT'S INVOLVED

The Lyric Theatre Board meets six times a year, generally in the late afternoon, offering a hybrid meeting environment, where trustees can attend in person or remotely. You will be expected to read papers prior to board meetings and contribute to the discussion and decision-making at each meeting. You may be asked to commit additional time to support sub-committees. Attending productions and events is of course a very enjoyable responsibility of every Board member.

Being a trustee carries certain statutory responsibilities. New Board Members will be provided with a thorough induction to ensure familiarity with these, as well as offering insights into board processes, and the overall operations of the organisation.

ROLE OF A TRUSTEE

- To play a key role in the development of the Lyric's vision, contributing to the strategic leadership, sound management and proactive development of the organisation.
- To ensure that the Lyric's principles of good and proper governance continue to be upheld, and to fulfil duties and responsibilities in line with the organisation's Memorandum and Articles of Association.
- To ensure that the Lyric protects its future through robust policies, risk management, accounting procedures, internal controls and systems and to ensure that these are audited and reviewed in line with all regulatory and legal requirements.
- To attend and contribute to Board meetings and the Annual General Meeting.
- To work closely with the Chair and all other Trustees and to advise on major issues to the Board as required.

- To work constructively with the Executive Producer, and as appropriate with senior management and the wider staff, to ensure that the Lyric Theatre delivers on its core vision, mission and business plan.

APPLICATION & SELECTION PROCESS

Specific details and timings will be published on the Lyric Theatre website with each recruitment opportunity: <https://lyrictheatre.co.uk/about-us/lyric-board-recruitment>

Application is by CV accompanied by a brief note (no more than 300 words) detailing why you are interested in joining the Lyric's Board of Trustees to: recruitment@lyrictheatre.co.uk.

Please let us know of any access requirements or if you wish to submit in an alternative format. The Lyric Theatre is committed to equality of opportunity for all applicants and will always consider making reasonable adjustments to allow candidates to participate fully in the application and selection process.

Following shortlisting, potential members will be invited to an interview with some of our current Trustees and our Executive Producer. Details of the interview will be sent in advance.

Candidates who are offered a Trustee role will have an opportunity to observe a Board Meeting in August before making their commitment.

Where required, relevant training will be offered to new members, in addition to Board induction.

BACKGROUND INFORMATION

The Lyric Theatre enjoys a special place within Northern Ireland's artistic landscape. As a prolific production house, the Lyric is the beating cultural heart of Northern Ireland – inspiring and entertaining audiences with both new and established plays and helping to launch the careers of some of our most famous actors, directors and playwrights. The Lyric is a playhouse for all. We are a shared civic space for artists and audiences alike; a creative hub for theatre-making, nurturing talent and promoting the critical role of the arts in society. Our mission is to create, entertain, and inspire.

Each year we produce 9 or 10 full-scale productions, 2 of which run concurrently at Christmas. We also receive visiting work from touring companies. We stage some 400 performances each year and are the largest employer of theatre practitioners in Northern Ireland. Our modern theatre opened in 2011 and consists of the 390-seat main stage and the 124-seat flexible Naughton Studio.

In recent years, the theatre won 11 Irish Theatre Awards, was voted NI's most welcoming theatre, staged co-productions with the Abbey Theatre, Soho Theatre and the Dublin Theatre Festival and toured to New York, London, Glasgow, and Dublin. We have delivered a number of dramas to the BBC, including *Splendid Isolation: Lockdown Drama*, *Sadie* by David Ireland, and *Rough Girls* by Tara-Lynne O'Neill, for

broadcast across TV and iPlayer. We have also recently been nominated for The Stage Awards Theatre of the Year 2022.

MISSION, VALUES & STRATEGY

Our Mission

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Our Values

We are welcoming: The Lyric Theatre is an inclusive and accessible space for all: a creative place to play, learn, question and explore.

We are nurturing: Our goal is to galvanise, and empower artists, whilst nurturing new generations of talent through the Lyric Drama Studio and our Creative Learning and New Writing programmes.

We inspire and entertain: We aim to provide theatre experiences that entertain and inspire; challenging audiences to explore their own and other stories.

Our Strategy

As we look forward, we have re-examined our mission and values to fully reflect where we are, and to encapsulate what is important to our artists and audiences who make the Lyric what it is today. We have created a bold, ambitious strategy for the next five years under the four headings of:

Create - create make challenging and entertaining creative work

Goal 1: Support the development of new work

Goal 2: Tour our work to build wider Lyric audience

Goal 3: Be a leading creative voice

Inspire - ensure our artists, audiences and team are inspired by everything we do

Goal 1: Ensure our comms reflect the Lyric as a vibrant public and cultural space

Goal 2: Nurture and empower our people and their talent

Goal 3: Continue the theatre's strong commitment to accessibility

Generate - build and develop multiple revenue streams

Goal 1: Maximise Box Office income

Goal 2: Optimise Café Bar income

Goal 3: Implement agreed organisational and departmental KPIs

Goal 4: Improve financial policies & procedures

Sustain - drive long-term sustainability of the Lyric Theatre

Goal 1: Present the Lyric at the heart of NI cultural sector

Goal 2: Build capacity to raise funds for capital investment in the building

Goal 3: Support sustainable growth of New Writing and Creative Learning

Goal 4: Protect the ongoing legacy of the Lyric archive

Who We Are

The Board brings together individuals drawn from a range of industries and backgrounds, who are committed to an exciting and sustainable future for the Lyric Theatre:

OUR CURRENT TRUSTEES ARE:

Sir Bruce Robinson	Chairman Former Head of the Civil Service in NI
Stephen Douds	Vice-Chairman, Chair of Programming Committee Former BBC Producer
Patricia McBride	Artistic Director of An Grianán Theatre
Mark Phelan	Lecturer of Drama at QUB
Mike Mullan	Chair of Finance & HR Committee & Building Committee HR Business Consultant
Nuala Donnelly	Chair of Development and Marketing Committee Head of Music Partnerships and Sponsorships at The O2

There are four sub committees which support specific areas of the business:

- **Programming Sub Committee**
- **Finance (including Audit) & HR Sub-Committee**
- **Marketing & Development Sub-Committee**
- **Building Sub-Committee**

The Company employs approximately 92 people on a permanent basis across full-time, part-time and casual staff, with more colleagues being appointed on a seasonal basis during production.

The Executive Producer, Jimmy Fay, leads the Senior Management Team which consists of:

- Micheál Meegan, Head of Finance & HR
- Claire Murray, Head of Marketing & Communications
- Adrian Mullan, Head of Production
- Julie McKegney, Head of Customer Service
- Philip Crawford, Head of Creative Learning
- Morag Keating, Senior Producer

The Lyric Theatre is part of Arts Council of Northern Ireland's Annual Funding Programme portfolio and also receives annual funding from Belfast City Council.

Additional information that might be of assistance in considering your application:

- [Lyric Theatre Website](#)
- [Charity Commission of NI \(Managing your Charity\)](#)

LYRIC

Thank you for your interest in joining the Lyric Theatre Board of Trustees. If your skills and experience could help shape the future of Northern Ireland's only full-time leading producing theatres, we would love to hear from you!

Please note, this open recruitment process is part of a strategic approach to developing the Lyric Theatre Board long-term, as it steers the organisation into its next exciting chapter. This strategy will see multiple opportunities arise for new Board membership over the next five years. If the timing of this opportunity is not right but you have a long-term interest, please still contact us.