



Nottingham Playhouse Trading Ltd

DIRECTORS RECRUITMENT

We are looking for energetic and enthusiastic people to share in and support some very exciting new developments taking place at Nottingham Playhouse and to bring some new skills onto the Nottingham Playhouse Trading Company Board to support them.

Background

Nottingham Playhouse Trading Ltd, company registration 07869537, incorporated in 2011, is the independent trading arm of Nottingham Playhouse Trust Ltd, a wholly owned subsidiary, and is responsible for the bar and catering functions of the theatre. Its role is to ensure that the theatre has a customer friendly, efficient and profitable day and evening bar and catering service for its customers and audiences coming for performances, participation and social visits. It is expected to make a profit after costs, to be covenanted to the Trust.

Nottingham Playhouse has a footfall of around 300,000 visitors a year to its plays, shows and participation activities and boasts one of the best and largest outdoor drinking areas in the city. Catering and bar services are an important part of the offer of the theatre and an essential part of the theatre visitor's experience. The theatre has two bars and a space that was used as a restaurant and coffee bar. Until recently, the services were run by a concessionaire under the name 'Playhouse Bar and Kitchen', having previously been run directly by the Trading Company. Unfortunately, the enforced closure of the theatre due to the Covid-19 pandemic forced the concessionaire to end its contract.

As a result the Trust and the Trading Company has reconsidered the role of catering and the use of the space occupied by the former restaurant. In future the former bar and restaurant space will be a multipurpose area for participation, small performances and bar. It will double as a café during the day and a theatre bar on performance nights, serving a range of drinks and snacks. There will be opportunities for pop up food events both inside and outside the building and the role of the current Drum Bar in the auditorium will be enhanced.

Role of Directors

There is a range of management, legal, marketing and fundraising skills on the Trading Company Board including members of the theatre's senior management team, but we want to enhance these with directors who bring:

- practical skills in catering provision and day to day management of bars and cafes.
- business planning and implementation skills, ideally, but not necessarily, within the hospitality industry.
- an understanding of the requirements for delivering different catering types such as 'pop-ups' and outside events

We are looking for people who are prepared to offer their time on a voluntary basis and bring their ideas and enthusiasm to this interesting role. Initially, we envisage there will be monthly meetings of the Trading Company as the business gets established and hope that we can call on directors time, experience and knowledge outside of these meetings as and when is necessary.

Although there is no remuneration, directors are invited to theatre activities and events and are also encouraged to experience the way the catering and bar offer works in order to act as a 'critical friend'.

For more information about Nottingham Playhouse please visit our website. www.nottinghamplayhouse.co.uk

Application

Nottingham Playhouse is committed to a policy of equality, diversity and inclusion and wants to work with people representative of the diverse communities we serve, who will bring different skills and experiences to help us to achieve this.

Nottingham Playhouse Trading Company Board is currently under-representative of certain communities, particularly people from Black, Asian and Minority Ethnic backgrounds and Disabled people and we actively encourage applications from people from these communities.

If you would like to express your interest in becoming a Director of Nottingham Playhouse Trading Company Ltd, please submit

- a short statement (maximum 300 words) explaining why this opportunity appeals to you and what you could bring to Nottingham Playhouse Trading Company
- your CV
- a completed Equal Opportunities Monitoring Form, downloadable from our website The Equal Opportunities monitoring form will be separated from the application. Data obtained from the forms will be used solely for monitoring purposes and no one individual can ever be identified.

All applicants will be notified of the outcome of their submission within 2 weeks of the submission deadline.

If you would like an informal chat and/or more information please contact Stephanie Sirr, Chief Executive of Nottingham Playhouse at stephanies@nottinghamplayhouse.co.uk or Tim Challans, Chair of the Trading Company at timc@nottinghamplayhouse.co.uk

Submissions should be sent to: recruitment@nottinghamplayhouse.co.uk
(Please send files as Word documents or PDFs. Do not send as a Zip file or use file sharing services such as One Drive or Dropbox. Apple/Mac users should export their files to Word documents or PDFs before sending) or by post marked Private and Confidential to the Administration Office, Nottingham Playhouse, Wellington Circus, Nottingham, NG1 5AF, by the closing date of **12noon Monday 10 May 2021**

If you require an alternative way to make your submission (for example, via video) please contact Frances Pearson, Administration Assistant, francesp@nottinghamplayhouse.co.uk to discuss a suitable format.