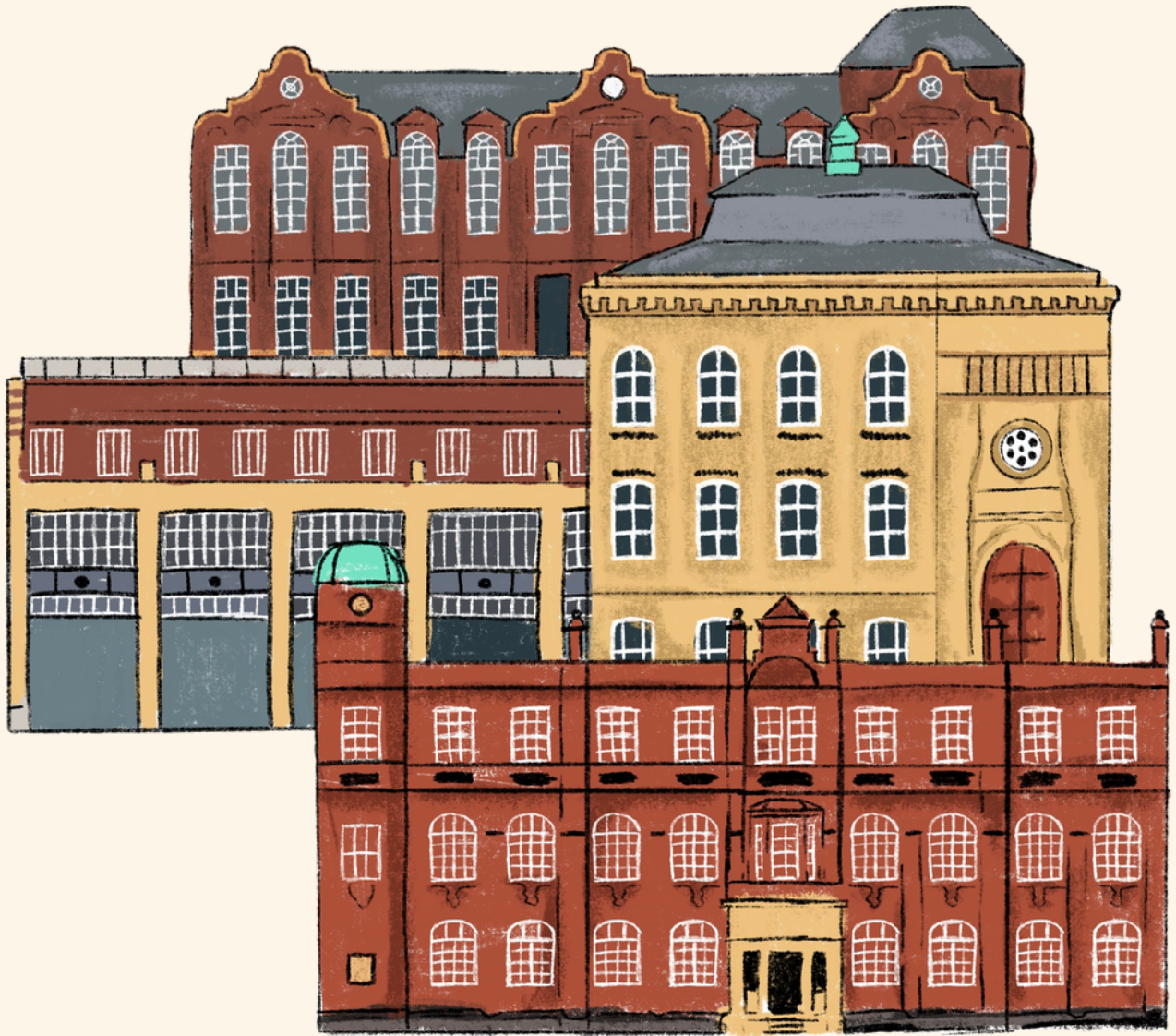




Norwich Arts Students' Union

Chair of the Board of Trustees
Recruitment Pack



Welcome to Norwich Arts Students' Union



We want to welcome you to Norwich Arts Students' Union and thank you for your interest in the vacant position of Chair of our Board of Trustees. We've been on a significant growth journey over the last three years and are excited to be putting this advert out as an important milestone on this journey.

In 2023 we reached agreement with our institution, Norwich University of the Arts, that the Students' Union needed significant structural change and increased investment. Since then the SU's budget has increased by over 400%; we've gone from a staff team of one to a staff team of 4 full time and 7 part time people whilst retaining our two sabbatical officers; we've done a democracy review that makes student decision making and leadership much simpler; we've put together and implemented a new strategy; we've rebranded and renamed the organisation; and we've gone through an incorporation process and are now a Charity.

A key role in our new structure is the Chair of the Board of Trustees and we are looking for someone with experience of membership organisations and supporting them to grow sustainably and with students at the heart of what we do. We are ambitious and want someone to support us in becoming the best Small and Specialist Students' Union in the UK

We're massively excited about the next chapter of the SU and look forward to welcoming a new Chair to be a vital part of this.



Arran Cottam –
Managing Director

Daniel Dwyer –
President of
Education and
Representation



Indi Williams –
President of
Community and
Welfare

Our Strategy:

We know all our students

At Norwich Arts Students' Union (NASU), our purpose is simple: to enrich and enhance every student's experience. Helping them find their voice, their people, and their fun.

We believe every student's journey is unique, and our strategy is built around empowering them to shape that journey for themselves. As a Trustee, you will play a vital role in guiding and supporting this vision, ensuring the Students' Union remains bold, inclusive, and driven by the needs of our creative community. All the work we do to know all our students is split into three areas:



Find Your Voice

We empower students to become active participants in their education and their wider world. We do this by creating multiple pathways for students to influence decisions, co-create their learning experiences, and develop the political literacy and confidence to use their voice.



Find Your People

We believe that connection is the foundation of wellbeing and success. We provide opportunities for students to build friendships, communities, and networks that last beyond their time at Norwich. From societies to identity-based groups to course networks, we create and support the spaces where students can connect, collaborate, and belong.



Find Your Fun

Joy is central to what we do. We create diverse, student-led opportunities for celebration, expression, and togetherness. Recognising the milestones and achievements that make university life special. Our events, spaces, and partnerships are designed to spark creativity and fun

Our Values

Our work is guided by four core values that shape everything we do:

- Human Focused – We treat every student as an individual, building authentic relationships and responding with empathy and emotional intelligence.
- Empowering and Liberating – We actively challenge oppression, creating spaces where students can express their true selves and thrive.
- Creativity Centred – We celebrate creativity in all forms, ensuring our systems, opportunities, and culture reflect the innovative spirit of Norwich students.
- Enabling Community – We help students build meaningful connections, supporting the development of vibrant, inclusive, and self-sustaining communities.

As a Trustee, you will help ensure this strategy becomes a lived reality by guiding our direction, holding us accountable to our values, and helping us continue to create a Students' Union that is empowering, inclusive, and joyfully student led.

Role Summary

The Board of Trustees have ultimate legal responsibility for the work of the organisation. This includes developing its strategy, monitoring its progress and engaging with its membership to ensure that it is led by the needs of students, as well as ensuring legal and financial compliance.

The Board is a collective and we seek to appoint and develop a team working together rather a group of people working independently on specific areas.

Values needed to be a Trustee

The Union is a values-led organisation and we want Trustees with the following principles:

- A readiness to take meaningful action, engaging actively in board meetings. Trustees will approach their responsibilities with empathy and purpose, ensuring that their contributions reflect emotional intelligence, collaboration, and a drive to make a positive, liberating impact on the student experience.
- A passion for learning and personal growth, embracing opportunities for self-development and skill enhancement. Trustees will approach their own learning journey with the same creativity and curiosity we value in our students — continually seeking innovative ways to grow, reflect, and contribute to a progressive, empowering Union.
- A strong sense of integrity, openness, and accountability, ensuring that decisions are transparent, ethically grounded, and communicated with honesty. Trustees will model emotionally intelligent leadership — taking ownership of decisions and helping students understand how and why they are made, strengthening trust within our community.
- A dedication to collective and collaborative decision-making, embracing the Union's belief in partnership and shared purpose. Trustees will value diversity of thought, support inclusive dialogue, and uphold the principles of community, ensuring that decisions reflect the needs and creativity of all students at Norwich.



Skills Required to be a trustee

While Trustees bring their own experience and judgement to the role, it is the collective strength of the Board that shapes the direction of the Students' Union. Together, Trustees combine their skills and perspectives to make decisions that empower, support, and reflect our student community.

As a Board, we value and seek the following skills and qualities:

- The confidence to challenge and innovate, questioning the status quo with curiosity and creativity to ensure our Union continues to evolve in ways that best serve our students.
- A commitment to inclusive leadership, making fair, thoughtful decisions that uphold our values and strengthen the student voice.
- Sound judgement and strategic thinking, balancing long-term vision with compassion, and approaching complex issues with clarity and emotional intelligence.
- Collaborative teamwork, working effectively with diverse individuals, communities, and partners – valuing every voice and fostering a sense of belonging and shared purpose.
- A constructive and thoughtful approach to governance, offering insight and critique that helps improve our policies, systems, and culture in ways that are empowering and non-oppressive.
- Excellent communication skills, grounded in empathy, openness, and the ability to connect with students and colleagues from all backgrounds.
- An understanding of good governance and accountability, recognising the importance of transparency, ethical practice, and continual improvement in all we do.

The Board regularly reviews its current skills and knowledge and recruits new members or trains existing trustees to meet skills gaps. For our Chair role we are looking for applicants with experience of working at a senior level in Students' Unions or similar charitable organisations.

Trustee Responsibilities

As a Trustee of Norwich Arts Students' Union, you play a vital role in shaping a creative, inclusive, and empowering future for our student community. Together, Trustees ensure that the Students' Union remains true to its purpose, values, and legal responsibilities.

As a Trustee, you will:

- Keep us focused on our purpose.
- Ensure the Students' Union stays true to its charitable aims, enriching every student's experience by helping them find their voice, their people, and their fun.
- Safeguard our sustainability.
- Oversee our finances responsibly, balancing short-term needs with long-term vision, and making sure our resources are used creatively and effectively for the benefit of students.
- Support and challenge our team.
- Provide guidance and accountability to our Managing Director and staff team. Creating a culture of learning, care, and empowerment through thoughtful leadership and development.
- Champion good governance.
- Uphold the principles of transparency, integrity, and collaboration. Ensure that our constitution and policies reflect best practice and evolve alongside our organisation.
- Ensure we meet our legal and ethical duties.
- Make sure the Union complies with all relevant laws and regulations — including charity law, safeguarding, and HR standards while embedding these responsibilities in a way that feels human and values-driven.
- Prioritise safeguarding.
- Promote a safe, inclusive, and respectful environment for every student and member of staff.
- Stay accountable to students.
- Remember that our students are at the heart of everything we do. Trustees are open, visible, and responsive to the student community we serve.
- Act collectively and in good faith.
- Work collaboratively with fellow Trustees, ensuring that every decision reflects the best interests of the Students' Union as a whole.

Applying for this Role

To apply for this role please email our Managing Director, Arran a.cottam@norwichuni.ac.uk, with a document no longer than two sides of A4 outlining your experience and why you feel you would be a good fit as our Chair of the Board.

If you would like a conversation about the role please reach out to Arran and we'd be happy to arrange a conversation!

The deadline for applications is 9am on 1st December and interviews will take place on the week of December 8th

