



**Do you care about the future of Norwich Puppet Theatre?  
Have you got skills to offer?  
Do you want to help pull some strings?**

## **Norwich Puppet Theatre invites you to consider becoming a trustee!**

The Norwich Puppet Theatre wishes to ensure that its governing Board of Trustees actively reflects the communities it serves. As a charity, we are very keen to follow best practice in the way we run our theatre, and the Charity Commission advises "Trustees play an essential role in the governance of charities. They also have a lot to contribute to their success."

### **Perhaps one or more of the following applies to you?**

- You are passionate about puppetry and Norwich Puppet Theatre
- You have business management skills in finance, marketing or human resources
- You are a professional puppeteer or other performer or designer
- You have experience of arts management or funding
- You teach the arts, design or drama
- You are a teacher keen to use outreach services in your work
- You work in community-based project, or with our users in the community;
- You enjoy theatre in general, or puppetry or animation in particular
- You have an active interest in amateur crafts or performance and production
- You have spare time and capacity
- You have a talent for funding-raising and sponsorship
- You just want to pay something back into the community and love puppets.

### **Then read on!**

Trustees are a vital part of the communication with communities that a charity exists to serve; they bring valuable professional or other experience to charities; and they help to ensure that charities are well-managed through the appointment of senior executive staff.

The existing Board and staff at Norwich Puppet Theatre are very keen to receive expressions of interest from people who wish to act as Trustees - overseeing the charity's work and ensuring we meet the needs of the communities we aim to benefit. And we want to benefit from your contribution!

We realise that you will want to know more about Norwich Puppet Theatre, our vision and strategy, programme, and our financial position. You may want to know more about the roles and responsibilities of becoming our trustee if you have not been a trustee before.

New Board members would be welcomed and supported by the existing Board and staff.

If you'd like to simply express an interest and find out more, we will send you an information pack consisting of Norwich Puppet Theatre's

- Strategy and vision document
- Current programme
- Annual review and Accounts for the year ending March 2009

We will include a useful booklet, The Essential Trustee, from the Charity Commission, which you can look at straight away if you have internet access at <http://www.charitycommission.gov.uk/publications/cc3.asp>.

For more information about becoming trustee of Norwich Puppet Theatre, please contact the Chair of the Board of Trustees using the contact details below.

### **A little bit about the Puppet Theatre**

One of only two dedicated puppet theatre in the country, Norwich Puppet Theatre was founded in 1979 by Ray and Joan DaSilva as a permanent base for their touring company. It was first opened as a public venue in 1980, following the conversion of the medieval church of St. James in the heart of Norwich. Under subsequent artistic directors - Barry Smith and Luis Z. Boy - the theatre established its current pattern of operation. It is a nationally unique venue dedicated to puppetry, and currently houses a 185 seat raked auditorium, 50 seat Octagon Studio, workshops, an exhibition gallery, shop and licensed bar. It is the only theatre in the Eastern region with a year-round programme of family-centred entertainment.

As well as hosting a variety of touring puppetry companies from Britain and overseas, featuring the best of British and international theatre of animation for all ages, NPT presents an ongoing programme of craft based workshops for children with special sessions for adults. Puppet-makers also work with schools in Norfolk and Suffolk providing workshops and talks at the Theatre and in the schools around the county.

In spite of losing a substantial part of its funding in 2008, Norwich Puppet Theatre has survived and is planning ambitious new projects for 2009/12 to enable a return to producing its own shows at the Theatre and on tour in schools, community halls and prestigious theatres round the country. There are also plans to expand the type of shows to appeal to wider audiences and to offer professional development for puppeteers and animators.

### **About our staff, Board and supporters**

The Puppet Theatre has a permanent staff of five led by Ian Woods, General Manager, and a Board of up to 12 trustees with a wide range of skills

In December 2008, 7 new Board members were recruited to join the existing Board members to help to take Norwich Puppet Theatre into a new phase for the future. Bringing a mix of skills from animation, stage-management, education, puppetry, visual art and sound, journalism and business management.

The new Chair, Nic Hopkins, has extensive experience working at a high-level in Civil Service departments, and all Board members are dedicated to the task of developing and implementing an updated vision and strategy for the theatre. The new vision aims to expand audiences and the use of the building whilst maintaining its core family audience and high quality programming. It has the potential to be a national centre of excellence for puppetry and related art forms.

As well as staff and activist Board trustees, we are actively supported by a large group of vital volunteers in front-of-house, in workshops, stage management and technical management.

The intention is to build Norwich Puppet Theatre's resources over the next few years, and to do that we need a really strong team to manage and support the theatre in achieving its vision and aims. If you think that you could be the right person to do this, please contact us now for a 'no strings' conversation.

**Norwich Puppet Theatre • St James Whitefriars • Norwich NR3 1TN**  
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