



# Trustee Recruitment Pack

TRUSTEE RECRUITMENT  
INFORMATION

THEATRE  
**Hullabaloo**



Take Flight by Rebel Sparks, presented at The Hullabaloo 2026

# Chair's Welcome

Thank you for your interest in becoming a Trustee of Theatre Hullabaloo.

Theatre Hullabaloo is an ambitious and progressive organisation and the Board plays an important role in both supporting and challenging the executive team and advocating for the organisation within their wider professional spheres of influence.

We are looking for new Trustees to join the board and help to guide our vision and business of the organisation.

We are interested in candidates who have specific expertise and skills in the areas of Fundraising and Income Generation, Financial Management, Education sector (especially early childhood and university partnerships) and Business Development. We are also keen to recruit trustees who are representative of the communities that we serve.

**This pack gives more information about Theatre Hullabaloo, governance of the organisation, expectations of a Trustee, and how to go about putting in an expression of interest.**



A handwritten signature in black ink that reads "Laura Case".

**Laura Case**  
Chair of Board of Trustees



# Background Information

**Theatre Hullabaloo believes that creativity should be part of everyone's childhood.**

We are a pioneering organisation that makes, tours and promotes theatre for children and young people because we believe that they are the most important audience of all. Established as Cleveland Independent Theatre Company, a general regional touring theatre company in 1979, the organisation became a specialist young people's company in 1994 (CTC Theatre) and was then reimaged under new artistic leadership as Theatre Hullabaloo in 2009.

Theatre Hullabaloo is a National Portfolio Organisation (NPO) of Arts Council England, a registered charity and the only specialist producer of theatre for young audiences in the North East. The organisation makes and commissions new work for audiences from birth to 16 years which tours regionally, nationally and internationally to a mixture of theatres, venues, schools, nurseries and community settings.

*'If this was weekly,  
I would bring my  
child every week!'*

- Audience member  
(Lullabub)



# About The Hullabaloo

In December 2017, Theatre Hullabaloo realised the dream of opening a purpose-built venue for children and families in Darlington.

The Hullabaloo presents a year round programme of world-class performances, free creative play installations, family-focussed activities, and participatory work with particular emphasis on early years creativity.

The venue has welcomed over 250,000 children and their grown-ups through its doors to see wonderful theatre specially made for them, engage them in magical playscapes and much more. The venue was named 'Best Family Venue 2019' in the national Fantastic for Families awards.

Over the last 29 years, Theatre Hullabaloo has reached more than 400,000 children and grown-ups through its varied portfolio of work.

*"I feel lucky that we have such an exciting arts facility so close to home as my daughter grows up."*

- Audience member



Baba Yaga by Theatre Hullabaloo and Theatre Porto

# Mission, Vision & Values



## Our Vision:

A world where art and creativity for children is as brilliant and inspiring as they are and is a fundamental part of everybody's childhood.



## Our Mission:

Theatre Hullabaloo champions the rights of children to art and creativity as an irreducible part of child development.

We do this by making, presenting and advocating an inspiring and ambitious programme of theatre and play which is accessible to all children and families and speaks to all stakeholders in childhood.



## Our Organisational Aims:

- To ensure The Hullabaloo is accessible to all.
- To increase the profile of The Hullabaloo locally, regionally and nationally.
- To achieve greater organisational sustainability and reduce our environmental impact.

## Our Values: Theatre Hullabaloo is...



### Bold

We are artistically ambitious for our audiences and take risks in the ideas, stories and forms that we use to make meaning of our world.



### Imaginative

We celebrate the power of the imagination to make positive change. Imagination is magical, it stimulates creativity and innovation.



### Collaborative

We believe that we can achieve more when we develop ideas collaboratively, engage with a broad range of voices and make space for everyone to contribute.



### Accessible

We are passionate about the rights of all children and families to have the best possible experience of our work, to feel invited and able to participate and to be fully represented in that work.



### Child-Centred

Children are at the heart of everything we do.

# Theatre Hullabaloo Governance

Theatre Hullabaloo is the trading name of Cleveland Independent Theatre Company Ltd and is a registered charity and a company limited by guarantee governed by its charitable objects and Memorandum and Articles of Association.

Theatre Hullabaloo currently has a turnover of just under £800k, a staff team of 8 full time employees and an array of freelancers that make up the wider creative and project teams.

Members of the Board are Directors in company law and Trustees in charity law, with certain legal, financial and fiduciary duties. The Board is also responsible for conditions placed on grants from public and private funds.

Board of Trustees		
Laura Case	Chair	Director of Culture and Customer Services - East Riding of Yorkshire Council
Michael Costelloe	Access & Inclusion Champion	Solicitor, EMG Solicitors Ltd
Amy Fawdington		Deputy Executive Director, Northern Stage
Supriya Nagarajan	Artist Champion	Founder & Artistic Director, Manasamitra
Kerami Roberts	Access & Inclusion Champion	Disability and Access Advocate & Qualified Music Teacher
Jamie Todd		Director of Operations and Transformation, Tees Esk and Wear Valleys NHS Foundation Trust

# Trustee Role Description

- To ensure that the organisation complies with:
  - a) Its governing document (Memorandum / Articles of Association)
  - b) Charity law
  - c) Company law
  - d) Employment law
  - e) Any other relevant legislation or regulations.
- To ensure that the organisation pursues its objects as defined in its governing document.
- To ensure the organisation uses its resources exclusively in pursuance of its objects.
- To give firm strategic direction to the organisation, to approve the Business Plan, including the overall objectives and budgets.
- Setting overall policy and ensuring strategies are in place for implementation.
- Defining goals, setting targets and evaluating performance against agreed targets.
- Approving the artistic and management plans of the organisation.
- To safeguard the good name and values of the organisation.
- To act with honesty and good faith in the best interests of the Company.
- To ensure that the Company acts at all times within the aims set out in the constitution and in accordance with the conditions laid down by any provider of funds or grants.
- To ensure that there is no misapplication of any Company property and that all assets of the Company are used for the benefit of the Company.
- To avoid a conflict of interest. A Board member is under a duty to disclose the nature of any interest which he or she has in any contract to which the Company is a party
- To ensure that the organisation operates within the limits of its financial resources, actual and expected.
- To ensure the financial stability of the organisation:
  - a) Approve the annual budget and any subsequent amendments to it
  - b) Ensure accurate financial records are kept
  - c) Scrutinise financial reports to ensure prudent financial management
  - d) Appoint auditors, bankers and cheque signatories
  - e) Ensure the organisation is properly insured and that the Company's assets are safeguarded.
- To protect and manage the property of the charity and to ensure the proper investment of the charity's funds.
- To ensure the effective and efficient administration of the organisation.
- To appoint the Chief Executive and monitor their performance.

# Person Specification

- Genuine commitment to and enthusiasm for the work of Theatre Hullabaloo and its mission
- Understanding of the legal duties, responsibilities and liabilities of trusteeship
- Willingness to put time and effort into the role
- Respected and trusted by other Board members
- Good, independent judgement
- Impartiality, fairness and confidentiality
- Willingness to speak his or her mind
- Tact and diplomacy
- Respect for others
- Willingness to learn new skills
- Strategic vision
- An ability to think creatively
- Working effectively as a team member
- Good communication and interpersonal skills
- Relationship-building for influence
- A preparedness to offer personal and professional skills and experience to support the work of staff when required
- An understanding and commitment to equality and diversity.

Board members are also required to act in the best interests of the Company and avoiding any personal conflicts of interest.



# Eligibility

Some people are disqualified by law from acting as a trustee including anyone who:

- Has an unspent conviction for an offence involving deception or dishonesty
- Is an undischarged bankrupt
- Has been removed from trusteeship of a charity by the Courts of the Charity Commission for misconduct or mismanagement
- Has been disqualified from being a company director under the Company Directors Disqualification Act 1986

# Terms of Appointment

The appointment will be made initially for three years and board members are eligible for three consecutive terms of three years before retirement. No remuneration will be made, but travel and out-of-pocket expenses can be reimbursed where required. Freelance Artists who serve as Board members will be reimbursed for any travel and out-of-pocket expenses.



# Disclosure and Barring Service (DBS) Check

As part of our commitment to safeguarding and good governance, all prospective trustees are required to undergo a Disclosure and Barring Service (DBS) check. This is a standard part of our due diligence process and helps ensure we meet our legal and regulatory responsibilities as a charity.

The DBS check will be carried out at no cost to you, and we will guide you through the process should your application progress.

## Commitment and Attendance

- Attendance at performances of Theatre Hullabaloo's work
- Reading of papers and reports ahead of meetings
- Four board meetings annually (1 per quarter). Meetings are generally held in the evening from 5pm and are usually 2 hours long. These take place mainly virtually on Teams with occasional face-to-face meetings.
- One 6 hour away day per year generally held on a Saturday in July. This will be a face-to-face session.
- A willingness to represent Theatre Hullabaloo at events as required, in order to promote Theatre Hullabaloo's work and to make useful contacts for the charity
- Ad-hoc contact with the Executive Team in-between meetings
- A willingness to take on the legal duties, responsibilities and liabilities of Trusteeship



# Application Process

Please send a covering letter detailing why you want to become a Trustee of Theatre Hullabaloo and what you think you bring to the organisation and the role.

Please send your letter along with a copy of your CV to [info@theatrehullabaloo.org.uk](mailto:info@theatrehullabaloo.org.uk)

On occasion, the Chief Executive or other Trustees may directly approach a potential new Board Member if there is an identified skills gap. In this instance, the prospective new member will be invited to attend a meeting as an Observer and, if they are willing to join the Board, will be elected as a full member at the next meeting.

# Induction and Welcome to Theatre Hullabaloo

All new Trustees will be invited to observe a Board Meeting prior to being voted on.

An open invitation to tour the Hullabaloo, meet staff and see our work in action at any time is a given. A mentor can be assigned to those new to the role of Trustee. Access to an online portal with training modules will be granted alongside support from the Senior Leadership Team. Trustee specific training on charity finances and other matters will be available on request.



# Privacy Notice

Theatre Hullabaloo (TH) will collect and maintain some personal information about you throughout the recruitment and selection process. The organisation is committed to being transparent about how it collects and uses that data and to meeting its data protection obligations. The full applicant privacy policy is on our website alongside the application pack.



When The World Turns by Oily Cart, presented at The Hullabaloo 2025

# Find out more

You can find out more about Theatre Hullabaloo by visiting [theatrehullabaloo.org.uk](http://theatrehullabaloo.org.uk)

**Facebook:** @TheatreHullabaloo / @HullabalooHome

**Instagram:** @TheatreHullabaloo

