



Imperial Society of  
Teachers of Dancing

# Trustee recruitment 2023





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The Imperial Society of Teachers of Dancing is one of the world's leading dance examination boards with the widest range of dance genres available. We are a registered educational charity, supporting and training our members through a wide variety of courses, teaching syllabi and techniques.







# Welcome

Dear Applicant,

Thank you for your interest in the role of Trustee at the Imperial Society of Teachers of Dancing. I am proud of our highly skilled, committed trustees who share their expertise and their passion for dance.

The Society is loved and respected throughout the world but, like all charitable organisations, we face many challenges as we continue to emerge from the global pandemic and face into new economic, social, and environmental headwinds. Trustees are fully committed to meeting these challenges to ensure that the Society is an equitable, diverse, and inclusive organisation for future generations of dancers and teachers.

The past three years have been a difficult period for everyone. Both staff and members have demonstrated great resilience and creativity as they reimagined the physicality of dance for an online environment. Our priority is to support our members to re-build financially resilient and sustainable businesses and play an important role in the recovery of their local communities.

At the Society, we are immensely proud of our heritage but recognise that we must not become complacent. The role of the trustees is critical to our success. We are ambitious for our future and focused on investing in our membership to maintain our global reputation and reach.

We hope that the information provided will give an insight into the Society and what we hope to achieve with incoming trustees. If you feel you can help us realise our goals and build for the future, we would be delighted to hear from you.

*Michael Elliott*

**Michael Elliott, Chair**  
Imperial Society of Teachers of Dancing



# About the organisation

Established in 1904, with a mission to educate the public in the art of dancing in all its forms; today the Society strives to advance excellence in dance teaching and education. We promote knowledge in each specialty and provide up-to-date techniques in the ever-changing world of dance. We work hard to maintain and improve teaching standards in schools, academies and performing arts settings across the world.

We are known for our quality of teaching, our diversity of dance forms, and a passion for raising standards.

We put our members – teachers of dance – at the heart of everything we do. Supporting their career development and progression by providing a range of resources, events, training and continuous professional development, all designed to support their journey through dance.

The Society is a registered educational charity (250397), regulated examinations board and membership association. With 6,000 members in 59 countries worldwide, we typically conduct over 120,000 examinations and 20,000 hours Continuing Professional Development each year.

# The Council

As a Company Limited by Guarantee and a registered Charity, trustees have duties under both company and charity law. The Council is the governing body of the Imperial Society of Teachers of Dancing (ISTD) and is responsible for the governance and the strategic direction of the company in pursuance of its charitable objectives. The Charity Commission describes trustees' main legal responsibilities as to:

- Ensure that the charity is carrying out its purposes for the public benefit
- Comply with the charity's governing document and the law
- Act in the charity's best interests
- Manage the charity's resources responsibly
- Act with reasonable care and skill
- Ensure that the charity is accountable

The ISTD Council is a friendly, welcoming and collaborative group of people who act as critical friends to the organisation. They share expertise and engage in creative dialogue whilst fulfilling their critical governance responsibilities. It is important that trustees are familiar with all aspects of our work, both at our head office and that delivered by our members, so trustees are encouraged to attend as many events as possible.

**There are currently 12 trustees:**

**Michael Elliott (Chair)**

**Lynn Chandler**

**Juliet Diener**

**Thomas Hobden**

**Jeremy Kean**

**Karen King**

**Leanne Kirkham**

**Peter Meager**

**Keith-Derrick Randolph**

**Sho Shibata**

**Elisabeth Swan**

**Frederick Way**

# We are recruiting

**We are looking for committed and enthusiastic ISTD members to become trustees who share our values and vision.**

Each trustee brings a unique range of skills and experience and we encourage people from all backgrounds to apply. Previous board experience is not necessary. New trustees will be supported with appropriate induction and mentoring.

We are keen to hear from applicants from a range of backgrounds and experiences.

Attributes we are looking for in potential trustees include:

- A wholehearted commitment to the mission of the Society
- An understanding and acceptance of the legal duties, responsibilities and liabilities of charity trusteeship/Companies Act directorship
- An ability to work effectively as a member of a team and to take decisions for the good of the Society
- A willingness to meet the minimum time requirement required for fulfilling the role of trustee and any other duties (eg serving on Council sub-committees and working groups)

- Integrity
- Ability to operate at both strategic and detailed levels, deal with complexity and make strategic financial and business decisions
- Sound, independent judgement
- An ability to think creatively
- A willingness to contribute ideas, thoughts, comments
- A commitment to fairness and to promoting equality, diversity and inclusion

The ideal candidate will have a strong background in one or more of the following key areas:

- Dance
- Dance education
- Teaching
- IT and digital media, including social media
- An international perspective



# Commitment to the role

Trustees are expected to show dedication and commitment to their role, which will include attendance at meetings and key dates throughout the year.

This will include Council meetings (of which there are five scheduled for 2023) and an Annual General Meeting. In addition, there is a Nominations and Remuneration Committee and a Finance and Audit Committee, and trustees may be invited to join one or other committee. These committees meet two or three times per year.

Other possible attendance for trustees would be at larger meetings (such as the examiner meetings). However, this would be on an optional basis.

Trustees would also be invited to all organised Society events (for example faculty events) as well as larger events hosted by the Education and Training team, such as our prestigious graduation event.

Trustees are appointed for a term of three years and can be re-appointed for a further two terms (nine years in total).

Trustee roles are voluntary and are unpaid. However, this is an exceptional opportunity to play a pivotal role in an organisation with a proud history and a brand that stands for the pursuit of excellence in the dance world.



# Strategy

The Society aspires to be a world leader in dance education, setting the benchmark for best practice through our extensive syllabi and teacher training. We are committed to becoming a dynamic, future-focused organisation that promotes the social, cultural, physical and educational benefits of dance for all.



## Strategic plan

Download the full strategic plan for 2022–2027 here:

[www.istd.org/documents/teaching-the-world-to-dance](http://www.istd.org/documents/teaching-the-world-to-dance)

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**Our board of trustees, senior leadership team, and faculty committees work together to make sure the organisation is a world leader in dance education.**





# How to apply



## Equal opportunities

The Society values diversity of thought and experience. We welcome applications from anyone regardless of their age, disability, ethnicity, heritage, sexuality, gender and socio-economic background. If you have any access needs or there are any barriers to access please let us know this in your application or if you would like to discuss any of this prior to applying please email: [governance@istd.org](mailto:governance@istd.org)

## Method of application

To apply as a trustee please send a letter of application and CV to:  
[governance@istd.org](mailto:governance@istd.org)

The letter of application should summarise what you are able to bring to the role and how you meet the person specification. The successful candidates will also be required to provide details for two recent references that can evidence skills and suitability to carry out this role (whether in an employed or voluntary capacity).

**Applications Close:** 1 September 2023

**Interviews:** w/c 11 September 2023

**Start Date:** 22 November 2023

**First Council meeting:** 7 December 2023

**The Imperial Society of Teachers of Dancing truly represents a diverse range of dance, with 11 faculties that cover many forms of theatrical, recreational and social dance.**

Our clearly defined examination structure caters for all types of learners, whether they wish to progress to making dance their profession or those pursuing dance purely as a leisure activity, all whilst taking place in the context of safe dance practice.

**The Imperial Society of Teachers of  
Dancing exists to advance excellence in  
dance teaching and education.**

**Membership of the Imperial Society of  
Teachers of Dancing is the passport to  
artistic and professional progression.**



**Imperial Society of  
Teachers of Dancing**

Registered charity no. 250397.  
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[www.istd.org](http://www.istd.org)    [@ISTDdance](https://www.instagram.com/ISTDdance)