



## **Bristol Refugee Festival Board Member**

### **Role description and Person Specification**

#### **Purpose of role**

To be an independent advisor helping Bristol Refugee Festival (BRF) achieve its goals, offering support and advice to the Senior Management team to ensure they continue to work in the best interest of the stakeholders. This is a voluntary role and is classed as a Non-executive Director.

#### **General duties:**

- Ensure BRF is governed effectively and stays true to its aims.
- Ensure BRF operates within the law and with integrity.
- Ensure BRF's financial stability and sustainability. .
- Advise and participate in the strategic development of the organisation.
- Safeguard the reputation of BRF and represent it positively in external meetings.
- Provide support and guidance to the Executive team to achieve the organisation aims.
- Attend meetings, read board papers and contribute to discussions.
- Contribute to the wider promotion of BRF activities and aims.

#### **Person Specification:**

- A commitment to the aims, vision, mission and values of BRF.
- An ability to think creatively and strategically.
- Good independent judgement.
- Willingness to speak and listen to others.
- An ability to work effectively as a member of a team.
- A commitment to equal opportunities.
- Lived experience of the asylum process or forced migration or a commitment to listening to and championing the voices of refugees and asylum seekers.

#### **Your commitment**

- Fulfil the role for a minimum of 2 years if possible.
- Attend 4 board meetings per year - quarterly for approximately 2 hours.
- Attend board development day.
- Read board papers and prepare comments/questions in advance of meetings.
- Join and participate in at least one sub-group as required.
- Offer any skills, knowledge or expertise you may have to help BRF with its aims.
- Promote activities to own networks and wider audiences.
- Attend Festival events and meetings as a representative of BRF, when possible.

#### **We offer**

- Induction and mentoring from staff team and other board members.



- Possibility to use and develop your skills and knowledge to make significant positive changes to help raise awareness and create a positive narrative for refugee and asylum seekers.
- Training opportunities in areas where you may wish to improve knowledge and skills.
- Opportunity to be part of a small but dedicated team.
- Access costs and reasonable expenses.

## About Bristol Refugee Festival

### Vision

- Refugees and Asylum Seekers feel welcome, valued and confident to celebrate and share their culture, skills and knowledge in their local community and beyond.

### Mission

- Bristol Refugee Festival supports and facilitates newly arrived and settled communities to come together in celebration of inclusion and diversity through a year-round programme of events, with an annual cross art-form Festival at its core.

### Values

- **Celebration** Celebrating and embracing our differences whilst recognising our similarities.
- **Inclusion** Valuing all voices and the sharing of culture, skills and knowledge.
- **Collaboration** Building strong relationships with individuals & organisations whilst working towards a shared goal.
- **Integrity** Ensuring the community we serve is always at the heart of all our work.
- **Respect** Believing we are all equal and deserve to be treated with dignity and respect.

### Organisation Aims

- To celebrate and value the contribution of refugees and asylum seekers enabling them to engage with and be more active members of their community.
- To bring settled local residents and newly arrived refugees and asylum seekers together to build strong relationships in and across communities.
- To improve the health and well-being of refugees and asylum seekers and reduce social isolation.

More information at [www.bristolrefugeefestival.org](http://www.bristolrefugeefestival.org)