



MINISTRY OF STORIES

10TH BIRTHDAY COMMITTEE CHAIR RECRUITMENT PACK



Ministry of Stories is a writing and mentoring centre where young people aged 8 - 18 can discover a love of writing through innovative writing projects with high-profile partners.

Ministry of Stories is establishing a committee to play an integral part in supporting with fundraising and relationship development in the run up to our 10th birthday.



We are looking for an exceptional individual to lead our 10th Birthday Committee and help take Ministry of Stories' fundraising ambitions to the next level.



ABOUT MINISTRY OF STORIES

Ministry of Stories is a writing and mentoring centre where young people aged eight to 18 can come and discover their gift for writing. You'll find us hidden behind our own fantastical shop Hoxton Street Monster Supplies. Through an innovative writing programme and one-to-one mentoring, we help children and young people discover and realise their own creative potential. We build the confidence, creativity and craft of their writing through in-school and out-of-school writing labs. Then we provide a publishing and performance platform for young writers, so these fresh, exciting voices are shared with the world.



ABOUT OUR 10TH BIRTHDAY

Ministry of Stories will celebrate its tenth year in 2020. Celebrations will run from April and a highlight of the year will be our annual Birthday Party on 19 November 2020. Over the years the birthday party has been an opportunity to bring together old and new friends of Ministry of Stories to raise vital funds that ensure our programmes can remain free to young people.

The Birthday Party shares and celebrates the work of our young writers and in the past has included an auction with money-can't-buy prizes and a quiz, hosted by First Minister, founder of Ministry of Stories and best-selling author, Nick Hornby.

Our 2020 Birthday Party has a target of £30,000. We know that we can bring the magic that the event needs, and with the support of the committee we know we can exceed this target and create a magical night.

We are incredibly proud of Ministry of Stories' ability to excite and garner the support of so many people - be they members of the public, higher value donors or companies, many of whom are repeat Birthday Party guests and have been integral to its success over the years. We would like to grow our support network to ensure the 10th Birthday Party can be bigger and better than ever - and that's where you come in. We always take a personal approach to building relationships, but we need your help to open new doors and introduce more people to Ministry of Stories.

10TH BIRTHDAY COMMITTEE

To make this happen, Ministry of Stories is establishing a 10th Birthday Committee who will play an integral role in supporting with fundraising and relationship development in the run-up to the 10th Birthday event. We are seeking an individual to chair this committee, providing leadership to the group that will support them to reach their fundraising target.

From selling tables and hosting guests to finding one-of-a-kind auction prizes; the 10th Birthday Committee will support the efforts of Ministry of Stories Development team (2 staff) and ensure the Birthday Party is a night to remember.

Past projects include (from left to right); Anemotions - creating short animations with Place2Be; Round About Candle Street - a response to Dylan Thomas' Under Milk Wood in partnership with BBC; The Children's Republic of Shoreditch - a new country founded by children and launched at 10 Downing Street.



WHY JOIN OUR 10TH BIRTHDAY COMMITTEE

- Develop skills in new areas such as partnership building and fundraising
- Grow your network
- Be a part of the Ministry of Stories team - access to events with Ministry of Stories ambassadors and special invitations to sharings
- Satisfaction in the knowledge that you're contributing to a great cause and supporting thousands of young writers from East London



WHO WE'RE LOOKING FOR

We're currently recruiting for a Chair and between 4 - 6 Committee members to support Ministry of Stories from April 2020 until the end of March 2021.

Essential skills and experience:

- Well-connected within the London corporate sector (wealth management / financial, legal, property development/ tech/ media and press/ construction/ IPI HR) and willingness and ability to introduce their network to Ministry of Stories without a conflict of interest.

OR

- Well connected with high net-worth individuals or decision-makers in business or able to gain access to talent/ in-kind donations

Desirable skills and experience:

- Ability to persuade others as to the importance of writing, arts or culture in society.
- Existing knowledge of Ministry of Stories and/or connections with the arts or cultural sector.
- Experience serving on development, corporate or charitable boards in an executive or non-executive capacity.

RESPONSIBILITIES OF THE ROLE

Essential;

- Chair meetings of the 10th Birthday committee to share findings and successes.
- Attend regular one-to-one meetings with the Development Team, expected to take place monthly between April 2020 - March 2021
- Commit to support Ministry of Stories in fundraising - including making business and individual introductions, selling tables to our 10th Birthday Party, sourcing 'money can't buy' opportunities for auction etc.
- Commit to work to a collective financial target.

Additional;

- Ability to persuade others to make financial donations to Ministry of Stories, by being a donor - personally or professionally - themselves. There is no requirement on the scale of donation, it is the power of being able to declare you are a donor that is important.

HOW TO APPLY

Send an expression of interest by email to lottie@ministryofstories.org, that takes into consideration the requirements of the role, along with your CV and let us know what you would hope to get out of the experience. We would like to meet interested candidates at a mutually convenient time and location.

If you'd like to have an informal chat about the role, please call Lottie on 0207 729 4159.

Please note, the 10th Birthday Committee is not currently a sub-committee of the board of trustees and therefore these roles do not carry governance responsibilities for Ministry of Stories.

Ministry of Stories encourages people from black and minority ethnic backgrounds, disabled people and other underrepresented groups to apply. We welcome applications from all sectors and industries.