



THE MONO BOX

TRUSTEE PACK 2021



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WELCOME

Dear Candidate,

We are delighted that you are interested in joining The Mono Box as a Trustee.

We hope you find the information contained in this pack useful and engaging, you can also find out more by visiting www.themonobox.co.uk.

We are now inviting expressions of interest for a number of trustee positions, as we look to strengthen our board and move into a transitional phase for the organisation. This is a voluntary role and you will join an established board of Trustees for this dynamic and ambitious company.

The essential quality for our Trustees is a passion for the Company's mission and values. Previous experience as a Trustee is desirable but not essential, and we will support you to become an effective member of the team.

This is a great time to be joining The Mono Box. We have turned adversity into opportunity, using the closure of theatres and rehearsal space to recreate space to train and create in the digital sphere, alongside a new wealth of online resources and opportunities for artists. This has greatly diversified the way we stay in touch and engage with our audiences and has been our most successful year to date.

We are looking ahead to a future where the work of The Mono Box is shared with even wider audience, and our vital role as an advocate for emerging talent.

We look forward to hearing from you!

Joan Iyiola & Polly Bennett
The Co-Founders



INTRODUCTION



Twitter followers: 9,059



Instagram followers: 5,873



Facebook followers: 1,874



Mailing List: 3,849



Established in 2013, The Mono Box is a non-profit arts organisation for emerging talent in theatre and film, co-founded by choreographer and movement director **Polly Bennett** - *Bohemian Rhapsody* (Fox), *The Crown* (Netflix), *People, Places and Things* (National Theatre) and actor and producer **Joan Iyiola** - *Black Earth Rising*, *Enterprise* (BBC), *DOLÁPÒ IS FINE* (Netflix/HBO), *The Duchess of Malfi* (RSC).

The Mono Box provides access to affordable and continual training, writing and performing opportunities, rehearsal space, inspirational live events in the UK and digital content to reach artists across the world. In 2019, The Mono Box became an Associate Company of Hampstead Theatre.

Now in its eight year, The Mono Box has become a go-to resource for those looking for alternative routes of training, those searching for a like-minded working community upon graduating and those looking to enhance their skills as they navigate their way through the industry.

The Mono Box supports emerging artists in the fullest sense by connecting future collaborators and empowering the artist to take creative ownership.

OUR PATRONS



Joseph Marcell, Susan Wokoma, James Norton, Vanessa Kirby, Danny Kirrane, Annie Tyson, Sir Derek Jacobi and Youssef Kerkour

AIMS

- **Support young & emerging talent**
- **Provide access to a unique resource of play texts**
- **Encourage the personal, professional & social development of artists**
- **Equip young people with practical tools for the industry**
- **Form a collective that fosters and nurtures creative relationships**



PROGRAMME

PLAY COLLECTION

At the heart of The Mono Box is a unique collection of over 4000 plays donated by industry professionals including Dame Judi Dench, Sally Hawkins and Michael Grandage and publishers Oberon, Nick Hern Books and Bloomsbury.

WORKSHOPS & COURSES

The Mono Box collaborates with leading actors, directors and practitioners to programme original workshops that offer an alternative to conventional actor training at an affordable price. In 2020 we moved our workshops online via Zoom to keep our community engaged and inspired throughout Covid-19.

PLAYSTART

For the last 3 years The Mono Box PLAYSTART, an annual new writing programme, offering emerging writers an opportunity to showcase new 15-minute plays in front of a public audience and notable industry professionals. All writers are mentored by an established playwright and the plays are published by Oberon. Writers go on to develop the plays with a host of theatre, film and radio organisations.

SPEECH SHARE PODCAST

Speech Share is our podcast where actors discuss their route into acting and performing a monologue. Season 1 features Patsy Ferran, Sir Simon Russell Beale & Pearl Mackie. *Speech Share: LIVE* launched at Hampstead Theatre in 2019, and featured Gina McKee, Kenneth Cranham and Sheila Atim. The podcast featured on Apple Podcasts New & Noteworthy List and Top Podcast Picks on Backstage.com, Bustle.com and Listen Notes.

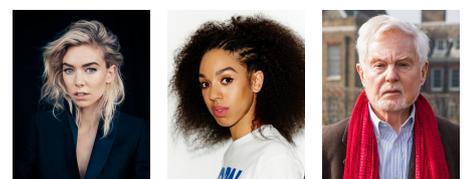
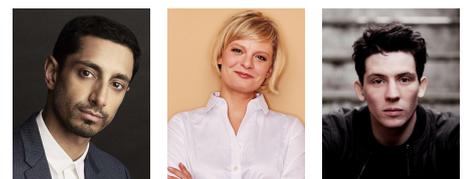
Current downloads: 18,460.

THE MONOLOGUE LIBRARY

In May 2020 we launched our new Monologue Library of over 100 speeches recorded by leading actors such as Riz Ahmed, Emma Corrin & Denise Gough. This free, creative source of inspiration & resource for our community is available on both our website and iTunes. The collection has been widely praised and featured in *The Stage*, *Whatsonstage*, *Sunday Times*, *ELLE*, *FT* and *the Guardian*. The Monologue Library has been a source of inspiration for emerging talent, educational institutions and lovers of theatre.

FREE THEATRE TICKETS

ACE statistics revealed that 92-96% of theatre bookers are white. To create and diversify the next generation of theatre goers, we organise free or heavily subsidised tickets to shows incl. *Misty* (Trafalgar Studios), *Cyrano* (Jamie Lloyd season), and *The Jungle* (Noel Coward). The scheme introduced 100 young people to the RSC for the first time.



WHO BENEFITS

- The Monologue Library has received **19,634 hits** on the website so far.
- The hugely popular Coffee Morning Q&A events welcomed **2,000 participants** in 2020. Our guests have included Noma Dumezweni, Josh O'Connor, Vanessa Kirby and Lucian Msamati. All Q&As are **BSL interpreted**.
- We offered **36% of all participants bursary places**.
- We continued our support of **freelance working professionals** (38% of participants) with ongoing training and inspiring events.
- In 2020, **over 30% of participants were new** to The Mono Box and through our online work. We engaged a new audience of **regional & international participants making up 31%** of all bookers.
- We provide regular employment to **12 core facilitators & over 100 additional facilitators** yearly.
- During the first UK lockdown, we had **32,737 visits to our web page**, of which 20,317 were new visitors. An overall increase in traffic of 264%.

Over the last 3 years The Mono Box has developed a new wave of writers through our new writing programme, PLAYSTART. Participants have since had plays produced at the Kings Head Theatre, The Yard, Vaults Festival, The Bunker Theatre, Rose Theatre Kingston, National Film and Television School and National Youth Theatre. Others have gone on to develop work with organisations including BBC Drama, BFI, Duck Soup Films and Royal Court Theatre. Our PLAYSTART alumni have also been recipients of the Adrian Pagan Award for New writing 2020 and have been shortlisted for the BAFTA Rockliffe Film Competition 2020, and the George Devine Award for 2020.

WHY WE DO IT

In a year that has been perilous for the arts, we have provided a space that has continued to engage and promote theatre and film, and the value of artist development. The popularity of our online programme has demonstrated the value of content which can be used as a resource for the arts community. Through 2020, we have increased our audience of emerging artists, theatre lovers and industry professionals and continue to do so.

“Thank you for providing such an invaluable lifeline for creatives”

MADI

“Thanks for all the generous work you do to support actors and creatives - it's super appreciated”

CALLUM LLOYD

“Thank you Monobox for offering exceptional classes that have joyously enriched my life”

DEBRA ANN REGISTER

“The Mono Box is so important for all creatives wanting to explore and further their craft. It's very rare to find something so accessible and fantastic quality. Run by people who truly care- thank you”

AMY HARRISON

FUNDING

TMB primarily funds its activity through earned income, only receiving Arts Council England Grant (ACE) support for the first time in 2019. Earned income is mostly generated through workshop ticket income, rehearsal space rental, ticket income from annual galas, crowdfunding and some sponsorship contributions.

Separate from that, TMB has secured Project Grants from ACE and more recently an ACE Emergency Response Fund Grant and ACE Cultural Recovery Fund Grant. There has also been some success with Trusts & Foundations such as The Noel Coward Foundation and Backstage Trust.

FUTURE

We are committed to continuing our support and training of emerging artists and the freelance community through our workshop and event programme.

Through new writing projects, we endeavour to produce high-quality content for our company and our commissioned writers alike and, in doing so, reaffirm The Mono Box as the home of emerging talent.

RESET THE STAGE - Spring 2021

A new writing programme that commissions 7 emerging, ethnically diverse writers from our PLAYSTART programme, to craft monologues for established actors to perform on the stages of 7 London theatres. Filmed to reach a wide audience, RESET THE STAGE is an elevating platform for our writers' voices to be heard at a time when we need them the most - encouraging these writers to speak boldly about where they are and where they would like to be.

The Mono Box is providing professional mentorship, developmental workshops and a commission fee to help both propel them into the industry and enable them to establish vital relationships with theatres, top industry talent, and a recorded example of their work.

The project is ACE supported, with additional funding provided by Jane Featherstone of SISTER Pictures.

AFROFUTURISM TALES - Summer 2021

Afrofuturism Tales will be a series of 10 x 5-minute original audio dramas by five emerging black writers currently making waves in the theatre world and starting to make their mark on the radio. Dive into the historical journey of five trailblazers across Music and Art, each from a different decade, passing the baton to the other after they have made their mark and changed the landscape of their artform.

Since lockdown began, there has been a resurgence in audio drama, a form that is reinventing itself and thriving. The Mono Box is primed to produce innovative audio drama presented by an inclusive range of creatives, building on our new writing and audio success. We will be joined on this production by Caroline Raphael, an experienced radio drama executive producer.

POST COVID-19

As Covid-19 hit, we unfortunately lost our space in the Biscuit Factory, Bermondsey. We are looking forward to finding a new home in the near future and returning to in-person workshops and events. Our partner, English Touring Theatre, have supported us by offering storage space and we look forward to creating an exciting new hub when it is safe to do so.

TRUSTEE ROLE DESCRIPTION

We are looking to appoint a number of trustees to join our committed and experienced Mono Box Board as we transition to a new model to support the delivery of our current programme, capacity build and enable more people to benefit from our work. As such you will:

- Ensure you understand TMB's purposes as set out in its governing document
- Plan what TMB will do, and what you want it to achieve
- Be able to explain how all TMB activities are intended to further or support its purposes
- Understand how TMB benefits the public by carrying out its purpose
- Make sure that TMB complies with its governing document
- Comply with laws that apply to TMB
- Do what you/your co-trustees decide will best enable TMB to carry out its purposes
- With your co-trustees, make balanced and adequately informed decisions, thinking about the long-term as well as the short-term
- Avoid putting yourself in a position where your duty to TMB conflicts with your personal interests or loyalty to any other person or body
- Not receive any benefit from TMB unless it's properly authorised and is clearly in the charity's interests
- Make sure TMB's assets are only used to support or carry out its purposes
- Not take inappropriate risks with the TMB's assets or reputation
- Not over-commit TMB by taking special care when investing or borrowing and complying with any restrictions on spending fund
- Use reasonable care and skill, making use of your skills and experience and taking appropriate advice when necessary
- Be able to give enough time, thought and energy to your role, for example by preparing for, attending and actively participating in all trustees' meetings
- Ensure accountability within TMB, particularly where you delegate responsibility for particular tasks or decisions to staff or volunteers



TRUSTEE PERSON DESCRIPTION

We believe in diverse boards, recognising that they bring a range of perspectives that are representative of the people we aim to engage through our programme.

The recruitment process is open to all but we are particularly keen to receive applications from Black, Asian and ethnically diverse backgrounds and also D/deaf and disabled candidates.

You will be an individual of great integrity with a passion for social change and an interest in helping young people fulfil their potential.

You will be able to devote the necessary time and effort needed to support TMB's growth and enjoy thinking strategically and creatively and have an understanding of the governance requirements necessary to run a not-for-profit, or the willingness to learn.

We would like to hear from candidates from a variety of professional backgrounds but particularly welcome those with experience in financial management, fundraising, marketing/communications/PR, legal and governance particularly at Chair/Vice Chair level.

In return, you will have a genuine opportunity to be actively involved in the future direction of TMB and make a life-changing creative difference to talented artists from across the sector.



TERMS OF APPOINTMENT

Salary and Benefits

Unremunerated with reimbursement of expenses in line with The Mono Box's standard expense policies.

Location

London, though a remote digital commitment will be considered.

Time Commitment

Four half-day board meetings, one strategic away day per year; plus, additional strategic ad-hoc support to the Executive Director, Chair, and other Trustees estimated 12 hours annually.

Term of Office

The term of office for elected trustees is three years. At the end of this period, trustees may be nominated for a further term.

Eligibility

You must be eligible to serve as a trustee and/or company director



APPLICATION PROCESS

The **application process** will be via

- a CV
- a short covering letter (one side of A4) explaining how you meet the trustee specification

The **closing date** for applications is

- midnight on Monday 5th April 2021

Interviews will take place

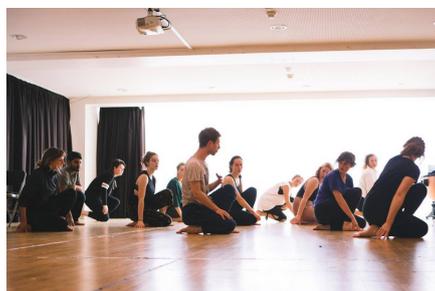
- w/c 12th April 2021.

TMB is an equal opportunities employer and therefore is committed to promoting equality of opportunity and diversity and to tackle any forms of discrimination within our working environment, whether on grounds of race, gender, sexual orientation, gender reassignment, disability, age, class, religion or belief.

These principles underpin our professional behaviour and are embedded in our policies, procedures, day-to-day practices and external relationships. We, therefore, welcome and encourage applications from people of all backgrounds.

We are committed to protecting the privacy and security of your personal information. If you would like to see a copy of our GDPR statement please write to hello@themonobox.co.uk

TMB are committed to safeguarding the welfare of our apprentices, their employers, our partners and the communities in which each of these operates. Applicants will be asked about any previous convictions, cautions, reprimands, including those that are considered 'spent' as defined by the Rehabilitation Offenders Act 1974 (Exceptions) Order 1975 (Amended 2013).



THE MONO BOX TEAM

POLLY BENNETT
CO-FOUNDER & DIRECTOR

JOAN IYIOLA
CO-FOUNDER & DIRECTOR

ALISON HOLDER
PRODUCER

MILES SLOMAN
GENERAL MANAGER

HELEN WATERS
DEVELOPMENT MANAGER

ROBERTA ZURIC
ADMIN. ASSISTANT PRODUCER

NAOMI HOPKINS
ADMIN. & MARKETING ASSISTANT

EMAIL: HELLO@THEMONOBOX.CO.UK

TWITTER: [@THEMONOBOX](https://twitter.com/THEMONOBOX)

INSTAGRAM: [THE_MONO_BOX](https://www.instagram.com/THE_MONO_BOX)

FACEBOOK: [THEMONOBOX](https://www.facebook.com/THEMONOBOX)



Sir Simon Russell Beale, Joseph Marcell and Gina McKee join Joan at Speech Share Live at Hampstead Theatre



Benedit Wong talks to 180 participants at a virtual Coffee Morning



Denise Gough, Sir Derek Jacobi and Jenna Russell join Polly at Speech Share Live at Hampstead Theatre
