



Trustee Recruitment Pack



Welcome

Thank you for your interest in joining South Asian Arts-uk (SAA-uk).

We truly appreciate your desire to support our mission, helping this unique organisation continue to grow and strengthen its place within the UK's vibrant arts and culture landscape.

For over 28 years, SAA-uk has been dedicated to celebrating and sharing the richness of South Asian music and dance. To ensure we continue to succeed, we seek passionate, professional, and committed individuals to join us in driving our vision forward.

Becoming a Trustee of SAA-uk is both an inspiring and rewarding experience, one that offers opportunities for personal growth, leadership, and meaningful contribution to the arts. Alongside these rewards come important responsibilities that help sustain the organisation's impact and integrity.

This Trustee Recruitment Pack provides background on SAA-uk, our programmes, and outlines the role, responsibilities, and expectations of our Board members.

Please take time to review it carefully as you prepare your application, and don't hesitate to get in touch if you have any questions.

We look forward to the possibility of welcoming you as the newest member of the SAA-uk family.

Yours sincerely,

Inés Soria-Donlan
Chair of SAA-uk Board



Keranjeet Kaur Virdee MBE
CEO & Artistic Director



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About South Asian Arts-uk (SAA-uk)

South Asian Arts-UK (SAA-uk) is a registered charity (10802920) and a company limited by guarantee (3391845), established in 1997 by **Ustad Dharambir Singh MBE** to preserve the heritage of South Asian classical music and dance. The organisation's mission is:

Enrich people's lives through engagement and participation in traditional and contemporary South Asian Music and Dance.

Since 2010, under the leadership of Chief Executive & Artistic Director **Keranjeet Kaur Virdee MBE**, SAA-uk has flourished as a National Portfolio Organisation (NPO), offering regular access to learning at Music and Dance Academies and in partnership with the Yorkshire Young Musician gifted and talented scheme. Annually, the organisation delivers a successful performance series and special projects that champion underrepresented artists and promote innovative expressions of South Asian music and dance year after year.

Over the years, SAA-uk has evolved into a pioneering charity, reaching significant milestones. Our dedicated team continually pushes the boundaries of South Asian classical music and dance, helping individuals to discover their talents and unlock their creative abilities. We aspire to encourage confidence and pride in participants, empowering South Asian classical arts to positively impact society and the diverse communities.

SAA-uk's mission is rooted in preserving the traditional and facilitating the contemporary. We are dedicated to discovering, supporting, and nurturing emerging talent, empowering the next generation of artists and arts leaders, and keeping South Asian music and dance vibrant, relevant, and alive. SAA-uk has had a substantial influence on the careers of numerous performing artists and leaders, and has collaborated with many arts organisations, businesses, and community groups both in Leeds and further afield, ensuring that everyone has the chance to experience South Asian arts. Our efforts guarantee that communities enjoy equal access to outstanding arts experiences and feel connected to Yorkshire's vibrant cultural landscape.

We are committed to reflecting **the diversity of global communities in 21st-century British society** and dedicate ourselves to commissioning, producing, and presenting the finest artistic interpretations of South Asian classical music and dance. Throughout our work, we ensure all our activities adhere to SAA-uk's 'prism of excellence', a guiding principle that ensures all our work maintains the highest standards throughout the organisation.

SAA-uk places individuals at the centre of its approach, whether they are students, audience members, or donors, regardless of age, gender, sexuality, race, or ability. We take pride in the art we create together with our students, audiences, participants, and artists. Our small yet dedicated and passionate team of staff, volunteers, and artists delivers weekly academy sessions, both live and online performances, an annual South Asian Music Festival, and numerous partnerships and advocacy projects across Yorkshire, the UK, and beyond.

Useful links

[Find out more about the SAA-uk Team and Board of Trustees](#)

[Watch SAA-uk's latest events](#)

[Subscribe to SAA-uk's e-mail list](#)

Follow SAA-uk on social media: [Facebook](#) | [Instagram](#) | [Linkedin](#)



SAA-uk Funders

SAA-uk is and has been funded principally by the Arts Council England (ACE), Leeds City Council (LCIP – Leeds Cultural Investment Programme); two sources of public funding, which support our revenue and core activity. This funding must be applied for periodically (every 2 to 4 years), and there is no certainty that funding will continue after the current funding round, 2023 to 2027/8.

Project Funding

SAA-uk fundraises to deliver specific projects. This funding is from trusts, foundations, and grants, including Youth Music, PRS Foundation and PPL, Future Talent, and Leeds Civic Trust.

Other Funds

SAA-uk seeks additional funding through:

- Individual giving, donations, and gift aid
- Corporate Sponsorship
- Earned/Generated Income (Box Office, Reg Fees and Bookings)

These funds contribute to sustaining, supporting and developing specific projects or activities.

Benefits of Board Service

- Champion diversity through the 'prism of excellence'
- Make a difference in the lives of children, young people, as well as welcoming adults from all walks of life through an inclusive approach.
- Enrich your life with a unique, culturally enriching programme of activities.
- Play a major role in the future of a unique, innovative organisation with the ambition to become a key contributor to the UK's arts and cultural landscape.
- Develop your skills and experiences in governance, leadership and strategic thinking through training, peer support and development.
- A fantastic opportunity to meet, connect and exchange ideas with new people, including performing artists, professionals, community leaders, and SAA-uk stakeholders.

Terms: All Board Members serve 3-year terms and are eligible to serve additional terms.

What We Are Looking For

We are seeking to appoint trustees who can help strengthen and expand SAA-uk's ambition and impact as we continue to grow as a national leader in South Asian music and dance.

We are particularly keen to hear from candidates with experience in the following areas:

- **Fundraising (especially Individual Donors)**
SAA-uk's work flourishes through the generosity of those who believe in the transformative power of music and culture. A Trustee with fundraising experience in cultivating individual donors can help us build long-term sustainability, deepen supporter relationships, and secure the resources needed to nurture the next generation of artists.
- **Capital Development**
As SAA-uk looks ahead to future growth and potential building or infrastructure development, experience in capital projects will be invaluable. Whether through architecture, property, finance, or project management, this expertise will help us realise our vision for a dedicated creative space that serves as a vibrant hub for South Asian performing arts in the UK.
- **HR / Legal Expertise**
Strong HR and legal guidance are essential to ensure good governance and a positive, inclusive working culture. Trustees with this experience can help strengthen our organisational policies, safeguard staff and participants, and ensure we remain fully compliant while fostering an environment that champions creativity and care.
- **UK Arts and/or Policy Sector Knowledge**
With a deep understanding of the arts and policy landscape, particularly if a performing artist, this Trustee will help position SAA-uk strategically within the national conversation about culture, diversity, and inclusion. This insight will guide how we collaborate, advocate, and shape opportunities for South Asian artists across the UK and beyond.

Role Profile and Purpose

Trustees play a vital role in ensuring SAA-uk fulfils its purpose by providing governance, strategic direction, and alignment with the charity's vision and values. Collectively, they are responsible for organisational oversight, including setting policies, defining goals, agreeing financial plans, and evaluating performance, whilst maintaining strong, collaborative relationships with the Senior Leadership Team to support and advance SAA-uk's mission.

Core Duties

- Support and provide advice on SAA-uk's purpose, vision, goals, and activities.
- Approve operational strategies and monitor and evaluate their implementation.
- Oversee SAA-uk's financial plans, budgets and financial responsibilities, as well as monitoring and evaluating progress.
- Ensure the effective and efficient administration of the organisation.
- Ensure that key risks are being identified, monitored, and controlled effectively.
- Keep abreast of changes in the charity's operating environment.
- Contribute to regular reviews of SAA-uk's own governance; attend Board meetings, adequately prepared to contribute to discussions.
- Use independent judgment, acting legally and in good faith to promote and protect SAA-uk's interests, to the exclusion of their own personal and/or any third-party interests.

As a small charity, there will be times when the Trustees will be actively involved beyond Board meetings. This may involve leading discussions, focusing on key issues, providing advice and guidance on new initiatives, presenting externally, or other areas in which a Trustee has special expertise.

Person Specifications

- Willingness and ability to understand and accept their responsibilities and liabilities as Trustees and to act in the best interests of the organisation.
- Ability to think creatively and strategically, exercise good, independent judgement and work effectively as a Board member.
- Effective communication skills and willingness to participate actively in discussions.
- A strong personal commitment to equity, diversity, and inclusion.
- Enthusiasm for SAA-uk's vision & mission, and willingness to lead according to our values.
- Commitment to Nolan's seven principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty, and leadership.

Trustee Responsibilities

Serving as a Trustee is a meaningful commitment, and Trustees must be fully informed about what's involved so they can dedicate the necessary time and energy to make a positive impact.

The Charity Commission provides a comprehensive document called *"The Essential Trustee: what you need to know, what you need to do"*, which can be found here: [Charity Commission- The Essential Trustee](#).

In summary, the key responsibilities are as follows:

Per Charity Commission	Responsibilities specific to SAA-uk
Ensure your charity is carrying out its purposes for the public benefit	Take an impartial view of the organisation's activities and practices and keep the board and management team accountable.
Comply with your charity's governing document and the law	Understand & uphold SAA-uk's Mission, which should inform all decisions and board-related tasks.
Act in your charity's best interests	Proactively support the organisation to achieve Arts Council priorities - support fundraising to ensure the long-term future is secure and proposed programmes of activity are protected and sustained. Participate in SAA-uk's activities by attending and inviting others to attend. Proactively support the organisation in maintaining and sustaining a highly skilled and diverse Board membership.
Manage your charity's resources responsibly	Continuously review the use of funds and the appropriateness of spending and investment decisions.
Act with reasonable care and skill	Carefully prepare for, regularly attend, and actively participate in board meetings and committee assignments. Act with due diligence and care seeking advice and support as required. Being mindful of your Trustee responsibilities to ensure there is no conflict of interest and declaring any potential possibility in a timely manner. Attend one-day annual board and staff away-day.
Ensure your charity is accountable	Attend the Annual General meeting. Support the organisation to comply with all relevant UK law.

For more detailed information about the role of a trustee, the following publications can be found on the [Charity Commission website](#).

Some of the documents most directly of interest to a new trustee are:

Charity finances: trustee essentials ([CC25](#))

Charity governance, finance and resilience: 15 questions trustees should ask ([Click here](#))

Charity fundraising: a guide to trustee duties ([CC20](#))

Conflicts of interest: a guide for charity trustees ([CC29](#))



Board Code of Conduct

As a Limited Company operating within the voluntary sector, SAA-uk is committed to upholding the highest standards of integrity and accountability. Our organisational values align with the Seven Principles of Public Life, as set out by the Nolan Committee, which guide the conduct of all those serving in public roles, namely:

Selflessness
Integrity

Objectivity
Honesty

Responsibility
Accountability

Openness
Leadership

Eligibility to Serve as a Trustee

To qualify as a Trustee of SAA-uk, individuals must meet the following criteria:

- **Age Requirement:** The minimum age for SAA-uk Trustees is 16 years.
- **Fit and Proper Person Requirement:** All Trustees and charity managers must meet the 'fit and proper person' criteria as defined by the Finance Act 2010 (see [HM Revenue and Customs guidance](#)).

Legal Disqualification: Individuals will be disqualified from serving as a Trustee if they:

- Are disqualified as a company director.
- Have an unspent conviction for an offence involving dishonesty or deception.
- Are an undischarged bankrupt, or currently have a composition or arrangement with creditors, including an Individual Voluntary Arrangement (IVA).
- Have been removed as a Trustee of any charity by the Charity Commission or the courts due to misconduct or mismanagement.
- Disclosure and Barring Service (DBS): While being a Trustee of SAA-uk is not considered a regulated activity, it is illegal for a barred person to apply for or undertake any regulated activity, whether paid or voluntary. Likewise, it is illegal for a charity to knowingly engage a barred person in such work.

Any individual applying to become a Trustee who is on the barred list must declare their status so that the Board can assess their suitability for appointment in accordance with charity governance and safeguarding standards.

On being appointed, a new trustee must sign a Charity trustee: declaration of eligibility and responsibility form for submission to the Charity Commission.

Key Duties

1. **To attend scheduled Board meetings**, subcommittees to which you may be appointed, and other meetings as may be arranged from time to time. Board meetings take place once every three months (4 times a year) and last approximately 2 hours. One board and staff away day takes place once a year. As far as possible, board meetings are arranged at times to suit all trustees, and although trustees are not required to attend all board meetings, it is expected that trustees will maintain at least 75% attendance.
2. **To work in partnership with the rest of the Board, the Chair, and the Chief Executive** to deliver SAA-uk's overarching mission and objectives set its strategic direction and uphold its values.
3. **To ensure that SAA-uk's governance is of the highest standard** and that SAA-uk complies with all legal regulatory requirements, including its governing document and any other relevant legislation and regulations.
4. **To contribute to SAA-uk's achievement of best practices** in relation to the quality of support it provides to its beneficiaries and in employment practices.
5. **To perform duties diligently** and use your best endeavours to promote, protect, develop, and extend the business of SAA-uk
6. **To avoid any conflict of interest** and to declare any conflict which arises.
7. **To be guardians of SAA-uk's assets**, taking all due care over their security and usage, ensuring that they are used exclusively in pursuance of the agreed objectives.
8. **To appraise and appoint the Chief Executive and Artistic Director.**
9. **To be an ambassador for SAA-uk**, safeguarding its good name and values.
10. **To contribute actively to the Board of Trustees**, using any specific skills, knowledge, or experience to help the Board reach sound decisions, maintaining corporate responsibility and confidentiality.



How To Apply

We welcome individuals who have attended SAA-uk events or share a genuine passion for the arts and their power to transform lives and communities through meaningful engagement. At SAA-uk, we believe everyone has the right to access and experience a rich arts and cultural offering.

Application Deadline: 6th Feb 2026

The recruitment process is as follows:

- Review the Trustee Recruitment Pack.
- Email your completed application form, CV, and contact details of two referees to: info@saa-uk.org
- Attend a short interview with two Board members and a team representative (one being the current Chair or Vice-Chair).
- A Standard Disclosure and Barring Service (DBS) check must be completed. SAA-uk will arrange this if an existing DBS is not available.

Click here to apply >

or copy this URL into a browser:
<https://forms.office.com/e/FRQZiiksJ5>



Induction Following Appointment

Once appointed, you will be formally welcomed as a member of the SAA-uk Board of Trustees. Your contribution will play a vital role in helping the organisation grow, while offering you opportunities to develop and thrive in your role. Trustees receive travel expense reimbursement, complimentary event tickets, and access to a training budget during their tenure.

You will receive a **Welcome Letter** and the schedule of all upcoming Board meetings from the Chair and CEO, along with an **Induction Pack** containing:

- Skills Audit Form
- SAA-uk Board Governance Policy
- SAA-uk Code of Conduct
- Trustee Information Questionnaire
- Declaration of Interest Form
- Declaration of Eligibility and Acceptance of the Code of Conduct (to be signed and returned)

As part of your induction, you will:

- Meet the SAA-uk team and have an informal 1:1 with the Chair to discuss your aspirations, skills, and development needs.
- Gain a deeper understanding of SAA-uk's work by attending at least one event across each of our programmes — an opportunity to meet donors, artists, and volunteers.
- Attend relevant Board training sessions, as agreed with the Chair and CEO.

Do you have any questions?

Feel free to contact SAA-uk Chair at: chair@saa-uk.org



