

 **Photo Fringe**

Recruitment Pack 2026

**Role:
Chair/Co-Chair
of Trustees**

**Registered Charity Number: 1148109
Company Limited by Guarantee: 08073756**



© Gin Rimmington Jones

Contents

- 1.** About Photo Fringe
- 2.** Our Mission, Values and Strategic Aims
- 5.** Recruitment Overview
- 6.** Role Description
- 7.** How to Apply

About Photo Fringe

Volunteer-led charity

Photo Fringe is a volunteer-led, collaborative platform providing essential professional development opportunities and peer-support for lens-based artists.

Founded 2003

International reputation

We invite everyone to work with us to create a fairer, safer, greener, anti-racist world together through photography.

Championing new talent

Year-round programme

Our year-round programme fosters ambition, innovation and self-reliance in artists; nurtures confidence and creativity in participants; and inspires audiences with extraordinary images in unexpected places.

Inclusive & accessible

Festival every two years

DIY ethos

Since 2003, Photo Fringe has forged an international reputation for curating participation, developing pathways for people from all backgrounds to take part and enjoy photography.

Working nationwide

For a fairer, safer, greener, anti-racist world

Renowned for promoting outstanding new talent, Photo Fringe connects this nascent talent to new audiences, working with artist-led initiatives and festivals around the country.

Every two years Photo Fringe delivers an inclusive festival and everyone is invited. The festival has a DIY ethos and exhibitors contribute fees so that collectively we can produce a high-quality, inclusive and ground-breaking event.

Our Mission, Values and Strategic Aims

Since 2003, Brighton Photo Fringe has delivered 11 open-access festivals, gaining international recognition for its high-quality programmes. Born in Brighton, rooted in Sussex and international in outlook, we explore the role of photography in society; how it frames our lives and how it enhances our understanding of the world and each other.

Photo Fringe is a registered charity. The voluntary Board raises project funding and generates income from sales and donations.

We utilise our expertise and position within the industry to empower artists at all stages in their creative journey to become self-reliant and to set the agenda of how they make and share their own work. We empower artists and communities to make work together, transforming civic spaces through vibrant exhibitions and events.

We welcome anyone curious and passionate about photography. We want to open up the artform and ensure inclusiveness for people facing barriers, including young global majority artists; young people in and outside formal education; and communities across the southeast coast.

We strive to be a democratic, accessible, welcoming and supportive platform. Encouraging participation is key to everything we deliver. This open ethos of the Fringe makes it distinct from other photography or lens-based festivals presently working in the UK.

We have built a reputation for

- New talent discovery and support
- Accessible, affordable exhibition platforms
- Championing artist collectives
- Artist CPD, mentoring & industry networking
- Training emerging curators to promote inclusive practice
- Commissions that encourage participation
- International exchanges & residencies
- Support for underrepresented artists
- Mentoring young people's creativity
- Fostering experimentation



© Syl Ojalla

Strategic Aims

- Strategic development: to create a model of relationships, opportunities and pledges to fund our vision to develop new ways of seeing together, and build a diverse community of interest to provide new energy and expand capacity.
- Talent development: reach and develop lens-based artists and nurture diverse talent.
- Curating participation: to increase confidence, creativity and well-being in Photo Fringe participants.
- Inspiring new ways of seeing: create and deliver key messages about contemporary photography to diverse audiences in a bold, effective and engaging way.



© Daisy Brown

Charity Objects

The Charity's objects are to promote, maintain, improve and advance education by the encouragement of the arts in general and in particular, the art of lens-based media, in particular but not exclusively, by organising a biennial photography festival in Brighton and Hove and other similar activities.

Vision

To develop new ways of seeing together.

Values

- Collaborative and connected
- Open and inclusive
- DIY and experimental



© Syl Ojalla

Recruitment Overview

Photo Fringe is led by a volunteer Board of Trustees. The Board raises funds to deliver a biennial festival in Brighton & Hove and stretching along the south-east coast. They recruit freelance staff to deliver the festival, and where funding is available, other projects and events in between festivals.

Not only do Trustees bring their extensive knowledge, skills, expertise and experience, but they also assist with hands-on delivery. In a small, dynamic charity like Photo Fringe, all Trustees need to be passionate, committed and proactive.

We are looking for people who share our values, care deeply about photography and have strong skills in leadership, governance, fundraising and financial management. You will act as an ambassador and advocate for Photo Fringe, championing our work and supporting our small freelance team, Trustees and volunteers to deliver an outstanding, inclusive festival.

Photo Fringe is seeking

- A new Chair / two Co-Chairs
- A Treasurer
- A Company Secretary

All roles begin in early 2026 and are voluntary positions.

Role Description: Chair/ Co-Chair of Trustees

You will provide energising, clear and inclusive leadership for the Board, successfully delivering effective governance and the charity's mission. You will act as an ambassador, advocate and connector, supporting the Board, freelance staff and volunteers to create a high-quality, vibrant and inclusive festival that upholds Photo Fringe's values.

Responsibilities

Governance

Ensure Photo Fringe is governed in accordance with its constitution, charity and company law, and best practice.

Board meetings

- Chair board meetings inclusively, effectively and impartially, ensuring Trustees work collaboratively to make decisions in the best interests of Photo Fringe and in accordance with its governing documents, with quarterly meetings, an annual general meeting and emergency meetings as required.
- Ensure meetings are carried out democratically and hold the deciding vote where necessary.
- Ensure the Board Meetings and the AGM are well planned and appropriately administrated; papers sent out in a timely manner and minutes taken, checked, signed, filed and shared.
- Ensure action points are delivered in a timely manner as agreed.

Board Management

- Ensure the Board performs effectively with the skills and experience it needs; make plans to ensure the recruitment, induction and development of Trustees, providing an annual training plan and skills audit.
- Plan for succession of their own role and other Trustees.
- Oversee the appointment and resignation of Trustees, ensuring compliance with Companies House and the Charity Commission.
- Ensure clear delegation of authority between the Board and staff, and a clear distinction for Trustees of what are strategic and operational matters.

Policies and procedures

- Ensure the charity has appropriate policies in place such as: Health & Safety, EDI, Environment, Safeguarding.
- With Trustees, develop a code of conduct for the good governance of Board meetings; for staff behaviour and also for audience behaviour.
- Ensure the charity has appropriate insurance in place and review annually.

Strategic leadership

- Oversee strategic planning, ensuring alignment with the charity's core purpose and values and steward Photo Fringe's long-term development.
- With staff, develop a detailed annual delivery plan and monitor at least monthly.
- Represent Photo Fringe at events when appropriate and be willing to be a spokesperson for the organisation and give the opening speech at the biennial festival.
- Foster strong relationships with key stakeholders, including Brighton & Hove City Council and Arts Council England, and key partnerships such as Photoworks and Phoenix Art Space.
- Act as a spokesperson for the charity with the press and in case of emergency or conflict with confidence and clarity.

Working with the Photo Fringe team

- Lead and oversee the recruitment of freelance staff with the right skills, values and can-do attitude to successfully deliver the biennial festival and related activities.
- Line-manage the team, acting as a critical friend to provide constructive feedback, whilst offering coaching, guidance, support and encouragement, ensuring staff deliver on their role responsibilities and have the support they need.
- Conduct regular meetings with staff to assess progress, feedback and ensure their ongoing professional development.
- Ensure the appropriate insurance and DBS certificates are in place for the relevant Trustees, staff and volunteers and safeguarding guidance is followed.

Ensuring Financial Stability

- Oversee the finances of the charity, working closely with other Trustees, related committees, staff and the charity's accountant and ensure it retains liquidity and remains a going concern, working towards a sustainable future for the charity.
- Devise an annual budget with other Trustees, related committees and staff and monitor it monthly.
- Ensure financial reports and accounts are submitted in compliance with regulations.
- Write the annual report, with assistance from Trustees and staff.
- Work with Trustees and staff to fundraise for the charity and ensure it remains solvent.
- Ensure funding requirements are met and interim and final reports are submitted.
- Oversee evaluation of activities and ensure appropriate data is captured for future fundraising, reporting and advocacy.
- Advocate for key projects and build partnerships to support delivery and fundraising efforts.

Person Specification

- Understanding and experience of diligent charity governance.
- Extensive leadership experience with strong advocacy skills.
- Passionate about photography with strong networks in the sector.
- A shared commitment to the vision, values and ethos of Photo Fringe.
- Strong connection with Brighton, with local knowledge and networks.
- Demonstrable commitment to equity, diversity and inclusion.
- An interest in philanthropy and successful fundraising experience.
- Knowledge of financial and risk management.
- A keen collaborator with a track record of effective partnership working.
- Kind, compassionate and empathetic.
- A positive, can-do attitude.

Terms

- Unpaid, voluntary post.
- A minimum of 30 hours a month, worked flexibly.
- During the run up to the biennial festival may require considerably more time.
- Initial term of 4 years, extendible by one term.
- Some reasonable expenses such as travel and hospitality can be paid, subject to available budgets.

See [Charity Commission guidance - GOV.UK](#) and [Help and guidance | NCVO](#) for further guidance on managing a charity.

How to apply

Please send us your CV (no more than 2 sides A4); a short, one-paragraph biography as well as a cover letter no more than two sides of A4, letting us know:

- Why you would like to be Photo Fringe's new Chair or Co-Chair of Trustees – what is it that attracts you to the role?
- Why you think you're a good fit for Photo Fringe as a charity.
- How your skills, knowledge, experiences and values might contribute to Photo Fringe.
- Your leadership experience relating to becoming a Chair of Trustees.
- Your knowledge of governance and the responsibilities of running a charity.

Please also send in on a separate sheet of no more than one side of A4 a response to the following question:

- What do you think are the three key challenges facing Photo Fringe today and how would you address them if you were in the post?

We are happy to receive answers to these questions as video or audio files if that is better suited to your needs. Feel free to ask questions or let us know if there's anything we can do to make this process easier for you. We'll be sensitive to your needs and can keep information confidential as required.

Please also

- Complete an anonymous equal opportunities monitoring form [here](#).

We are committed to building a diverse and inclusive board and encourage candidates from a broad range of backgrounds and life experiences who demonstrate a clear passion for photography, open-access and our DIY ethos.

Contact

If you have any questions, please email the current Chair, Rebecca Drew rebecca@photofringe.org

Deadline

5pm, Friday 9 January 2026