

Quaker Arts Network

Role Description of the Clerk of QAN Trustees

The clerk of QAN trustees (like the other QAN trustees) is appointed each year at the Annual General Meeting. While the clerk has particular responsibility for the conduct of meetings (in the broader sense), the QAN trustees all share responsibility for the work. Specific areas of the clerk's role may be delegated to other trustees if necessary.

Meetings

The clerk of QAN trustees arranges the **regular trustee meetings** (about every 2 - 3 months); other members of QAN may also be invited to attend the meetings. This work normally includes:

- preparation of the agenda, in consultation with other trustees as necessary;
- liaising regularly with trustees who have particular responsibilities (eg the treasurer);
- clerking the meeting (writing minutes in accordance with the Quaker business method, circulating minutes and notes after the meeting);
- keeping records of the meetings and projects as appropriate.

The clerk also normally convenes and clerks the **Annual General Meeting** which is open to all members of QAN. This includes writing the Annual Report (or ensuring that it is written) and forwarding the approved Annual Report and Accounts to BYM and others as required. *(QAN meetings have been on Zoom over the last 2-3 years, but we hope to return to some in-person or blended ones in 2023, if practicable.)*

Trusteeship

The clerk serves as one of the QAN trustees (currently 7 in post). All the trustees share responsibility for:

- facilitating ways of strengthening and developing QAN aims and objectives;
- nurturing the QAN community of Quaker artists;
- encouraging Friends' participation in QAN;
- strengthening communications about Quaker Arts activities with Friends and others, overseeing and encouraging use of the QAN website and social media platform/s;
- creating links with other groups and organisations, Quaker or otherwise, and encouraging collaborations where appropriate opportunities arise.

We encourage other Friends to participate in our business and share in this work, especially in relation to particular projects or roles.

Personal attributes

The clerk of QAN trustees must be:

- a Quaker in membership of Britain Yearly Meeting and a member of QAN.

Ideally, they would have:

- experience in Quaker clerkship (training is available if necessary/desired); this includes listening skills, patience, and an active interest in Quaker spiritual experience and testimony;
- administrative skills, along with some experience of organisational and strategic development;
- some knowledge of, and enthusiasm for, the arts in general as a means of spiritual exploration, including an openness to all forms of expression in the arts;
- an imaginative and flexible approach to the work;
- Good communication skills;

- a readiness to delegate where necessary.

For more information about the Quaker Arts Network see below. For more about Quaker Clerkship see Quaker Faith and Practice, paragraphs 3.12 to 3.20

The Quaker Arts Network: background note

The Quaker Arts Network's aims are:

- To develop and nurture a community of Friends interested in the arts.
- To provide a place for Quakers to share insights about the arts and spirituality.
- To explore the expression of Quakerism through the arts, including visual, musical words- based, performance and other art forms.
- To encourage, publicise and support the use of arts for Quaker outreach, spiritual growth and witness.

The Network was established in 2011 and became a Listed Informal Group of Britain Yearly Meeting the following year. We have recently applied to the Charity Commission to become a charitable unincorporated association, since our income from grants and legacies is now well above the threshold that requires this.

Our core activities have been based around building community among Quakers interested in the arts, primarily through our website <http://quakerarts.net> , newsletter and Facebook. These have enabled arts events to be publicised and artworks and news shared informally. Anyone can post arts events with Quaker connections (widely defined) on our website.

Until 2020 we held an annual day-long or weekend gathering at Woodbrooke, Friends House or Swarthmoor Hall. Since then we have held a number of short online events - a mix of performances, discussions and creative workshops. When possible we have also arranged an event at Britain Yearly Meeting enabling Friends to meet and share interests.

In addition, we have supported a wide range of particular arts projects. Initially the focus was on visual arts, with solo exhibitions at Friends House by the late John Perkin, Judith Bromley Nicholls, Fiona Meadley and Jill Green, and in 2019 a group exhibition was held at Swarthmoor Hall. Other projects have included the 2018 Collateral Damage project, coordinating and exhibiting some 5000 textile poppies commemorating a wide variety of victims of wars in the last century.

The Loving Earth Project, is currently our main project; it aims to help people engage with the environmental crisis through a community textile project. Over 400 textile panels have been made so far and groups of them are currently touring to venues around Britain and beyond.

QAN has also published art calendars (on themes of Quaker worship and peace-building) and books arising from the Loving Earth Project. Plans for the future include returning to some in-person events, more poetry, and a video project to commemorate 400 years since George Fox's birth in 2024.

QAN has been pleased to work with other Quaker bodies, such as Friends in Tune, Friends World Committee for Consultation , Woodbrooke and parts of Britain Yearly Meeting's central work and is keen to strengthen such connections in future. Art, in its different forms, is for many people an essential tool of exploration and expression, including of both our spiritual experiences and our witness. It can also be a valuable tool for outreach and learning. We believe it has an important part to play in the life of Quakerism in the 21st Century .

