Llenyddiaeth Cymru | Literature Wales
Trustee Recruitment

Voluntary, initial three-year service term



Llenyddiaeth
Cymru
Literature
Wales

A message from the Chair of Llenyddiaeth Cymru | Literature Wales



Steve Dimmick, Chair

Are you passionate about the arts and the transformative possibilities of literature?
Are you committed to the values of inclusion and fairness?
Do you believe that culture in all its forms can bring about positive change to society?
Do you have the knowledge and skills to support good governance, develop strategy and inspire positive change?

If so, I encourage you to consider applying to join the Llenyddiaeth Cymru | Literature Wales Board, one of Wales' foremost and bilingual arts organisations.

As a Trustee, your role will be to bring clarity and perspective and to challenge our Executive. You will help shape direction and ensure we stay focused on writers and the impact of our work.

We are building a Board that reflects the Wales we serve: different backgrounds, experiences and ways of seeing the world, united by curiosity about writers, communities and literature, and about how they can play a meaningful role in people's lives. We especially encourage individuals who identify with one or more of the following statements to apply:

- I come from a Black, Asian or Minority ethnic background.
- I am disabled or suffer from long term illness (mental or physical).
- I come from a low-income background.

You'll be joining a committed Board and team across Wales, from the National Writing Centre of Wales, Tŷ Newydd, in Gwynedd, to our office in Cardiff Bay. We work together to support writers and shape the future of Wales' Literary Culture.

Steve Dimmick

Llenyddiaeth Cymru Literature Wales

Our Vision is a Wales where literature empowers, improves, and brightens lives.

About us

Llenyddiaeth Cymru Literature Wales

At **Llenyddiaeth Cymru | Literature Wales**, we're all about **supporting writers**, no matter where they are on their journey. From children discovering a love of words to new voices finding their feet, to individuals writing regularly but looking for the next step, or established authors putting Wales on the map. Put simply, our **charity (no. 1146560)** exists to help them grow and thrive.

We do this by offering **creative writing courses**, **bursaries**, **mentoring**, and **training**. We get writers into **schools**, onto **festival stages**, and **into communities** through **workshops** and **events**. We also celebrate the best in Welsh writing with awards like Wales Book of the Year and **laureate schemes** like the National Poet of Wales.

But it's not just about writing – it's about change. We want to tackle inequalities in the sector, striving to make sure Wales' literary scene reflects the diversity of the nation. And we believe words have the power to transform lives, support well-being, and inspire action on big issues like the climate emergency.

Our work happens in a variety of ways: we run projects ourselves, partner with other organisations, or fund others to bring ideas to life. We're supported by the Arts Council of Wales and a whole host of brilliant trusts, foundations, companies, and individuals. Their generosity makes our programmes possible.

We work in Welsh, English, and bilingually across Wales, with offices in Llanystumdwy and Cardiff.

Representation & Equality:

Shape a sector that supports equal access for all by addressing historical and structural inequalities and platforming diverse voices.

Health & Wellbeing:

Support the well-being of individuals and communities, using the healing potential of literature to enhance services.

Climate Emergency:

Use creativity to educate, explore and challenge, increasing knowledge of the climate emergency and inspiring lasting change.

At Llenyddiaeth Cymru | Literature Wales we have always strived to be radical and ambitious in our approach and are committed to the far-reaching transformation of Wales' literary culture. Advocacy for the Welsh language and for the diverse and vibrant culture of Wales are the foundation stones of our organisational goals, with each one aligning with the Well-being of Future Generations (Wales) Act 2015.

We offer a range of services from Professional Writer Development Schemes to tackle under-representation in the sector, to facilitating community events by providing advice and financial assistance. In collaboration with partners across varied sectors, we also facilitate high-profile, national ambassadorial roles such as National Poet for Wales, Bardd Plant Cymru and Children's Laureate Wales, and manage the annual Wales Book of the Year Awards.

Our headquarters, Tŷ Newydd Writing Centre, is an important part of Wales' rich literary heritage. Founded in 1990, the National Writing Centre of Wales has since seen thousands of aspiring and emerging writers pass through its iconic teal front door before going on to enrich Wales' cultural landscape. You can read some of their success stories here.

Established in 2011 and merged with Tŷ Newydd Writing Centre, Llenyddiaeth Cymru | Literature Wales works with the support of the Arts Council of Wales and Welsh Government. We are a Company Limited by Guarantee (07779153) and a Registered Charity (1146560), governed by a Management Board of Trustees and currently employ 21 members of staff.







Llenyddiaeth Cymru Literature Wales

About the role of Trustee and specific skills

Llenyddiaeth Cymru | Literature Wales' Trustees have a responsibility for the strategic direction of the organisation and for ensuring that strategic priorities are consistent with stakeholder and funder requirements, and beneficial to society. Our Trustees embody our values, are committed to equality and inclusion and have a positive attitude towards the Welsh language and bilingualism.

The Board of Trustees oversee the organisation's finances and governance and works closely with the Executive and colleagues across the organisation to ensure the organisation's objects are pursued as defined in its governing document.

Trustees will fully understand and comply with the Charity Commission's six essential duties and will commit to the seven Nolan principles of public life: selflessness, integrity, objectivity, accountability, openness, honesty and leadership.

To ensure we reflect and serve Wales' diverse and rich communities, we especially encourage individuals who identify with one or more of the following statements to apply:

- I come from a Black, Asian or Minority ethnic background.
- I am disabled or suffer from long term illness (mental or physical).
- I come from a low-income background.



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Key responsibilities/duties include*:

- Working with and supporting the Executive and wider team of staff to ensure the Board discharges its legal and charitable responsibilities. This includes complying with the organisation's governing documents, charity, and company law as well as all other relevant regulations and legislation.
- Make an effective contribution to the Board's team dynamic and provide constructive challenge to the Executive.
- Support the Board and Executive by sharing skills, knowledge, and experience to help make effective and informed decisions.
- Contribute to regular reviews of procedures and organisational strategy, according to funding requirements and business needs.
- Support the Chair and Executive in maintaining relationships with funders.
- Annually review the organisation's policies and procedures and provide development advice according to expertise.
- Attend occasional training sessions (e.g. charity law and governance), task and finish groups or creative planning sessions.
- Support the Senior Leadership Team by representing the company with external stakeholders to develop the organisation's networks and relationships.
- Attend **four** quarterly Management Board Meetings annually and contribute to stakeholder engagement and additional strategic work on a task-and-finish basis, as required.
- Attend organisational events, including the Wales Book of the Year Ceremony and represent the organisation at external events and activities.
- **Optional:** Joining the Risk Sub-Committee, which meets 4 times a year.

Approximate time commitment for Trustees: up to 10 hours per month.

*The above list in not exhaustive.

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Young Trustees

Young trustees bring fresh perspectives and play a vital role in ensuring the organisation reflects and represents a new generation of writers and audiences. In return, you'll develop leadership and governance skills, build confidence, expand your professional network, and gain insight into how a national charity operates, enhancing your CV and opening doors to future opportunities. It's a chance to have your voice heard, influence meaningful change, and be part of an organisation dedicated to inspiring people through the power of words.

As a Trustee, you'll be an equal member of the board, not a token voice, with genuine influence over the decisions that shape Llenyddiaeth Cymru | Literature Wales' future. You'll help keep us connected to the young people we serve, offer constructive challenge, and bring your own ideas, perspectives, and experience. This is a real leadership opportunity; no prior experience is required, just a passion for literature, curiosity, and a commitment to getting involved.

If you would like to apply for this role but are uncertain whether you have sufficient experience, please contact Alys Lewin, Operations Manager & Company Secretary (alys@llenyddiaethcymru.org / 029 2047 2266) for an informal chat.

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A year in the life of a Llenyddiaeth Cymru | Literature Wales Trustee

As a Trustee at Llenyddiaeth Cymru | Literature Wales, you will meet with your fellow Board Members and the Executive each quarter at a Board Meeting to review strategic progress and to support development. Fostering engagement with the wider staff team is a priority for our Trustees, and at each meeting, a different staff member will join to share insights into a specific project or exciting creative development.

On occasions, you will work closely with members of the team to consult and support creative and operational developments, deploying your skills and experience to improve our writer development offer, or contributing to panel discussions considering applications for our high-profile ambassadorial roles, or internal appointments.

You will have the opportunity to visit and stay at the historical Tŷ Newydd Writing Centre – the National Writing Centre of Wales. Not only is Tŷ Newydd an integral part of Llenyddiaeth Cymru | Literature Wales, but it is an important part of Wales' cultural and literary heritage. It is the former home of Wales' only Prime Minister, David Lloyd George, and was redesigned by Clough Williams Ellis, the architect of Portmeirion. You'll be inspired by walking through the iconic teal front door and in the footsteps of many of Wales' most renowned writers, including the current National Poet of Wales, Hanan Issa, Cynan Jones and Manon Steffan Ros. And if you're lucky, you may meet a future literary star, honing their skills in the library.

We will keep you up to date throughout the year with current activity, news and successes, and you will receive invitations to organisational and partner events, including Wales Book of the Year Ceremonies, celebrating our literary culture, and raising the profile of Wales and its writers.

To support the continuous professional development of our Board and Executive, and to remain resilient as an organisation, we arrange training opportunities throughout the year, from anti-racism to governance, accessibility to charity law. Our Trustees initially serve a three-year term, with the option to extend for a further three years.

Llenyddiaeth Cymru Literature Wales

Other activities our Trustees have recently participated in

Here are some examples of multiple contributions made by our Trustees in recent months:



In March 2026, some of our Trustees joined us at the Senedd to celebrate the Chronic Women poetry project, aimed at improving understanding of women's health conditions and addressing inequalities in healthcare and outcomes for women in Wales. The project was devised by **Hanan Issa**, the National Poet of Wales, who worked closely with **Gwyneth Lewis**, the first National Poet of Wales.



During 2025, representatives from the Board of Trustees were supported by the Executive with succession planning and recruitment for a new Chair. This included actively engaging with potential candidates, discussing the opportunity, conducting interviews and making recommendations to the wider Board. **Steve Dimmick** was appointed as Chair in May 2025 following an open recruitment process.



In July 2026, several of the Trustees attended the Wales Book of the Year Ceremony at the Galeri Caernarfon. This celebration of the best writing from Wales provided an excellent opportunity to showcase our writers and for our Trustees to engage with the wider literary sector, stakeholders and funders. The main winners were *Mae* (Barddas) by **Mererid Hopwood** and *A Room Above a Shop* (Granta) **by Anthony Shapland**.



In October 2026, the Llenyddiaeth Cymru | Literature Wales Trustees and team of staff attended a residential stay at Tŷ Newydd Writing Centre to encourage engagement amongst the team and to take part in strategic planning sessions. This also included the 63rd Board Meeting.

Recruitment Pledge

Llenyddiaeth Cymru | Literature Wales aims to be an inclusive organisation that welcomes candidates from a wide range of backgrounds. We assess applications on the strength of potential, and we will take positive action by guaranteeing an interview to every applicant who demonstrates expertise in one or more of the desired skillsets and identifies as underrepresented in the literary sector. Our aim is to develop literature as an art form that is representative and accessible for everyone in Wales. We believe that we can best deliver that aim by creating a diverse workforce with varied lived experiences.

We especially encourage individuals who identify with one or more of the following statements to apply:

- I come from a Black, Asian or Minority ethnic background.
- I am disabled or suffer from long term illness (mental or physical).
- I come from a low-income background.

Our recruitment framework has been developed as part of the Weston Jerwood Creative Bursaries Programme, which supports arts organisations in expanding their approaches to diverse recruitment and talent development. For more information, please see our Equality, Inclusion, Diversity Plan.

At Llenyddiaeth Cymru | Literature Wales, we work with writers, storytellers, and artists of all genres as well as creative practitioners, and we encourage individuals with those skills and experiences to apply for this role. However, we would like to be transparent about how this affects working with us more broadly. Understandably, Charity Law restricts Trustees from benefiting from their charity; therefore, during an individual's tenure, they will not be eligible for any funding or opportunities that arise from Llenyddiaeth Cymru | Literature Wales activity.

If you would like to apply for this role but are uncertain whether you have sufficient experience, or how this may affect your career or other/alternative opportunities to work with Llenyddiaeth Cymru | Literature Wales, please contact us for an informal chat.

Llenyddiaeth Cymru Literature Wales

Reimbursement and accessibility

Charity Trustees do not receive a salary, and the role is undertaken on a voluntary basis. However, Trustees may claim reasonable expenses incurred in conducting the charity's business.

Llenyddiaeth Cymru | Literature Wales is committed to the development of a diverse Management Board and to addressing barriers to participation. We understand that taking on the role of Trustee is a significant commitment, and we may assist individuals by covering childcare and other care costs, as well as any other reasonable expenses incurred in the course of their duties (with the Board's and the Charity Commission's approval).

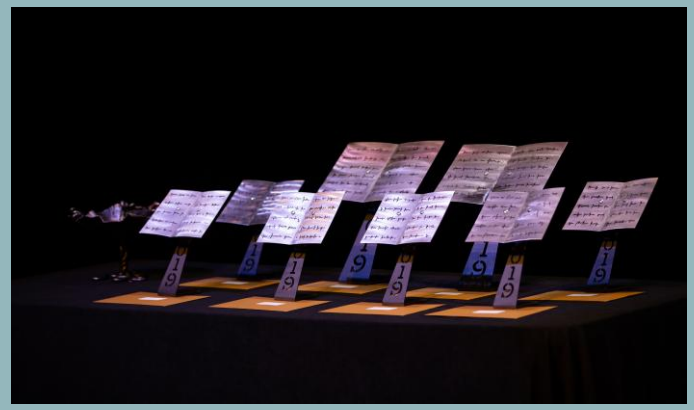
Llenyddiaeth Cymru | Literature Wales believes that people should not be prevented from becoming a Trustee due to financial constraints. In exceptional circumstances, the Board of Llenyddiaeth Cymru | Literature Wales may consider compensating a Trustee for loss of earnings due to time spent conducting business for the organisation. Any such agreement would need to comply with the Trustees' Remuneration Policy and would be subject to approval from the Charity Commission. If you are unsure whether you can commit the time required to act as a Trustee for financial or other reasons, please get in touch to discuss any concerns you may have.

If you would like to access this application in another format, please let us know. We are dedicated to meeting access requirements; just let us know what you need. Please contact our Company Secretary, Alys Lewin: alys@literaturewales.org or by calling 029 2047 2266.

Llenyddiaeth Cymru Literature Wales







How to apply

1. Please **read** the information in this recruitment pack carefully, as well as The Essential Trustee Guide. Also, please read the Llenyddiaeth Cymru | Literature Wales Strategic Plan here.

2. Please **write an application letter** of no more than 1,000 words **or create a video application** of no more than 5 minutes (both formats are acceptable and of equal value). Your letter/video should include your name, postal address, phone number and email address. Please let us know:
   - Why are you interested in the Trustee role?
   - If relevant, explain how you may be under-represented within the literary sector.
   - Details of your skills, knowledge, and experience and how they would be relevant to the work of Llenyddiaeth Cymru | Literature Wales.
   - Details about three professional achievements and the reasons why you are proud of them.
   - Any other information about you relevant to this role.

3. Send the following to post@literaturewales.org:
   - Your application letter or video.
   - Your CV (of no more than three A4 pages), including details of two referees.
   - A completed Llenyddiaeth Cymru | Literature Wales Equality and Diversity Form (available here)

What happens next?

We will assess the applications on a rolling basis and invite successful candidates to an initial interview. There will be an interview panel made up of members of Llenyddiaeth Cymru | Literature Wales' Management Board and Executive.

If you have any questions at all or would like to have an informal conversation to discuss the role before applying, please contact Alys Lewin, Company Secretary: alys@literaturewales.org