# Trustee application form

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name: |  | | | | | |
| Home address: |  | | | | | |
| Postcode: |  | | | | |
| Telephone: | Home: |  | | Mobile: |  | |
| Email: |  | | | | | |
| Occupation: |  | | | | | |
| Qualifications: |  | | | | | |
|  | **Please indicate against each relevant area whether it is your Principle skill, by writing ‘P’, or a secondary skill where you have experience, by writing ‘S’.** | | | | | |
| **Which of the following skills or experience could you bring to the board?** |  | | **P/S** |  | | **P/S** |
| Communications | |  | Children / Young People | |  |
| Cultural / Community | |  | Financial / Accounting | |  |
| Fundraising | |  | Health / Welfare / Wellbeing | |  |
| HR / Personnel | |  | Leadership / Management | |  |
|  | Legal | |  | Marketing / PR | |  |

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| Please indicate why you want to become a trustee and how you think your skills and experience (including relevant life experience) would enable you to fulfil the role of a Trustee as described in the Role Description. | |
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| **Please give details of two people who would be willing to provide a reference in support of your application:** | |
| Name: | Name: |
| Address: | Address: |
| Postcode: | Postcode: |
| Telephone: | Telephone: |
| Email: | Email: |

## Trustee applicant’s declaration of eligibility:

I declare that:

* I am over age 18.
* I am not an undischarged bankrupt.
* I have not previously been removed from trusteeship of a charity by a Court or the Charity Commission.
* I am not under a disqualification order under the Company Directors' Disqualification Act 1986.
* I have not been convicted of an offence involving deception or dishonesty (unless the conviction is spent).
* I have not entered a composition or arrangement with creditors, or have an individual voluntary arrangement (IVA) and I am not on the Insolvency Service Register
* I undertake to fulfil my responsibilities and duties as a trustee of Coventry Independent Advice Service in good faith and in accordance with the law and within our objectives/mission.
* I hereby explicitly consent to Coventry Independent Advice Service holding my personal details within an electronic filing system in line with requirements of the General Data Protection Regulation Act (GDPR) as it applies in the UK. (Further details of our privacy policy are available on request.)
* I do not have any financial interests in conflict with those of Coventry Independent Advice Service (either in person or through family or business connections) except those that I have formally notified in a conflict of interest statement. I will specifically notify any such interest at any meeting where trustees are required to make a decision which affects my personal interests, and I will absent myself entirely from any decision on the matter and not vote on it.

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| Signature | Date |