**Application Form**

**Trustee of Welsh Women’s Aid (WWA)**

**Private and Confidential**

*Please type or write clearly in black ink.*

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| **Personal Details** | |
| **Surname:** | **Forename (s):** |
| **Preferred title (e.g. Ms/Miss/Mrs/Dr/Other):** | |
| **Home Address:**  **Postcode:** | |
| Telephone numbers (please state preferred contact number):  **Home:** | **Mobile:**  **Work:** |
| **Personal email:** | |
| **Please say where you saw or heard about the role:** | |

**Please give details of any work related or voluntary work experiences you have had which is relevant to your application and will help to demonstrate the skills and experience outlined in the role description document.**

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| **Name and address of organisation** | **Dates**  **(to and from)** | **Details of relevant experience** |
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**An opportunity for you to tell us all about you.**

Please tell us **why** you want to apply for the role of Trustee with Welsh Women’s Aid, and what **skills, experience, strengths and knowledge** you will bring to the role.

Remember to give examples of any experiences you have had that you feel are relevant to being a Trustee. Refer to the role description and person specification in the Candidate Brief so that you talk about the skills we are looking for. You could refer to experience, skills and knowledge gained through paid or unpaid work or study.

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| **Personal Profile** |
| **What has attracted you to apply for the role at WWA and what are you hoping to gain from the experience?** |
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| **If you have volunteered on a Board of Trustees before, please give details (for which organisation, how long, positions held)?** |
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| **Please describe the skills, experience, strengths and knowledge you will bring to this role, giving examples you feel are relevant** (referring to the Role and Person Specification, set out in the accompanying Candidate Brief, which will be used by the Recruitment Panel for shortlisting). |
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| **Continued (if needed) …** |
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| **Referees** | |
| **Please give the names and addresses of two people, other than your family, who have known you for more than 12 months who can tell us about you. For example, an employer, college tutor etc** | |
| **Name:** | **Name:** |
| **Job Title:** | **Job Title:** |
| **Name of Organisation (If applicable):** | **Name of Organisation (If applicable):** |
| **Address:** | **Address:** |
| **Tel No:** | **Tel No:** |
| **e-mail:** | **e-mail:** |
| **How long have you known this person and in what capacity?** | **How long have you known this person and in what capacity?** |

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| **Requirements** |
| **Do you have any specific needs or requirements you would like us to take into account either at interview or if we offer you position of Trustee?** |
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| **If you are not a member of the European Community, do you require a work permit?**  Please note: individuals need a work permit visa or a student visa to volunteer and cannot do any type of work, including voluntary work, on a visiting visa. |
| **YES / NO** |

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| **Rehabilitation of Offenders Act 1978 (Exceptions) Order 1975 & Police Act 1997** |
| WWA uses the Disclosure and Barring Services (DBS) to assess applicants’ suitability for positions of trust. All positions with WWA are subject to a DBS check, due to the nature of WWA work. As a result there is no exception/s under the Rehabilitation of Offenders Act. You will be required to disclose any spent and pending criminal convictions, bind over orders or cautions, including those which would normally be regarded as spent.  A criminal record will not necessarily be a bar to obtaining a paid or voluntary position at WWA.  **Do you have any Criminal Convictions you need to disclose?** |
| **YES / NO**  We will contact you if further information is required. |

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| **Data Protection Act 2016 and the General Data Protection Regulation 2016** |
| **Data Protection Act 2016 and the General Data Protection Regulation 2016:**  As part of the recruitment procedure we collect and store data on you. Is our policy to store data relating to recruitment procedures for up to a year after the data on which it is submitted.  WWA is collecting this data for the purpose of legitimate interest as we require this data in order to carry the recruitment process. For full details of WWA’s data storage please see the WWA Confidentiality, Data Protection and Sharing Information May 2018. |

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| **Trustee Declaration of Eligibility** |
| I declare that:   * I am aged 18 years or over at the date of this appointment;   And that I am not prevented from acting as a trustee because I:   * have an unspent conviction for one or more of the offences listed here\* * have an IVA, debt relief order and/or a bankruptcy order * have been removed as a trustee in England, Scotland or Wales (by the Charity Commission or Office of the Scottish Charity Regulator) * have been removed from being in the management or control of any body in Scotland (under relevant legislation) * have been disqualified by the Charity Commission * are a disqualified company director * are a designated person for the purposes of anti-terrorism legislation * are on the sex offenders register * have been found in contempt of court for making (or causing to be made) a false statement * have been found guilty of disobedience to an order or direction of the Charity Commission   **Signed: Date:**  **Name:**  \*https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\_data/file/673797/ Auto\_disqualification\_table\_v1.1.pdf |

**Declaration**

The information I have given in this application is true and accurate to the best of my knowledge.

**Signature:**

**Date:**

Please return your application form (and equality monitoring form) by the closing date, marked for the attention of Rhian Price, Business Support Officer:

**By email to:** [recruitment@welshwomensaid.org.uk](mailto:RoseBaxter@welshwomensaid.org.uk)