Diagram

Description automatically generated

**Trustee Application form**

If you need this form in another format, please contact [volunterrecruitment@telfordcab.co.uk](mailto:volunterrecruitment@telfordcab.co.uk)

**The completed form should be sent by email to volunteerrecruitment@telfordcab.co.uk**

**Your details**

|  |  |
| --- | --- |
| **Full name:** |  |
| **Address and postcode:** |  |
| **Email address:** |  |
| **Contact telephone number:** |  |

**Your application**

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| --- |
| 1. **Which role are you applying for?** |
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| 1. **Why do you wish to stand as a Trustee at Citizens Advice Telford and the Wrekin?** |
|  |
| 1. **What knowledge, skills and experience are you able to bring to the Trustee board?** |
|  |
| 1. **What do you think are some of the main problems facing people in Telford?** |
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| 1. **Are there any adjustments we can make to assist you in the application process?**   This information will be treated as confidential. |
|  |
| 1. **Is there any equipment or support you will need to help you carry out the Trustee role?**   This information will be treated as confidential. Please be assured that we will be supportive in discussing any adjustments with you at any stage of the recruitment and selection process. |
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## **References**

Please give the names and addresses of two people, who know you in a work related, academic or professional capacity. For example, an employer, teacher or tutor, colleagues or ex-colleagues, or someone who knows you well (other than your family).

**Referee 1:**

|  |  |
| --- | --- |
| **Name:** |  |
| **Address and postcode:** |  |
| **Email:** |  |
| **Contact telephone number:** |  |
| **In what capacity do they know you:** |  |

**Referee 2:**

|  |  |
| --- | --- |
| **Name:** |  |
| **Address and postcode:** |  |
| **Email:** |  |
| **Contact telephone number:** |  |
| **In what capacity do they know you:** |  |

**Criminal Convictions**

Having a criminal record is not in itself a barrier to volunteering. We will only take relevant convictions or sexual offences into account. Our policy is in place to make sure ex-offenders are treated fairly. We consider each offence individually, looking at issues like risk to the organisation and our clients, how long ago it took place, the circumstances and whether they are relevant to the Trustee role. Anyone with a caution or conviction for a sexual offence against a child or vulnerable adult is considered unsuitable to volunteer.

|  |  |
| --- | --- |
| Have you had any previous convictions not regarded as spent under the Rehabilitation of Offenders Act 1974? | Yes / No |
| If ‘Yes’ please provide details of the offence and the date of conviction: | |
|  | |

**Declaration**

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| --- | --- |
| * I am over 18 years old * I am not disqualified from being a trustee by having:   + Having an unspent conviction   + Having an offence involving deception or dishonesty   + Having specified terrorism offences   + Having a specified money laundering offence   + Having specified bribery offences   + Having contravened a Charity Commission Order or Direction   + Having misconduct in public office, perjury, or perverting the course of justice   + Having aided, attempted, or abetted the below offences:     - being on the sex offender’s register     - having an unspent sanction for contempt of Court     - being a designated person (under specific antiterrorist legislation)     - disobeying a Commission Order     - being an undischarged bankrupt     - ever being removed from trusteeship of a charity by the court or the Commissioners for misconduct or mismanagement; and     - being under a disqualification order under the Company Directors Disqualification Act 1986 * I do not have any financial interests in conflict with Citizens Advice Telford and the Wrekin (either in person or through family or business connections). | |
| Signed: | Date: |

**Data Protection**

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| I have read the Applicant Privacy Policy, linked below, and agree to the terms:  <https://www.citizensadvicetelfordandthewrekin.org.uk/get-involved/applicant-privacy-policy> | |
| Signed: | Date: |