A green and white sign with white text

Description automatically generated

Application for Volunteer Trustee

All information will be treated as strictly confidential, and no approach will be made to any person without your permission. Please type or print clearly. If using Microsoft Word, the boxes will expand as you type.

**Please email competed form to:** [**chair@canterburyfoodbank.org**](mailto:chair@canterburyfoodbank.org)

**CLOSING DATE FOR APPLICATIONS: 31ST AUGUST 2024**

|  |
| --- |
| Do we need to make any disability-related adjustments to allow you to take part in the recruitment process? |

|  |
| --- |
| **Personal details** Title: Forename(s): Surname:  Home address:  Postcode:  Home telephone: Business telephone:  Email: |

|  |
| --- |
| **Privacy Notice - GDPR**  We process personal data relating to those who apply for vacancies with us or who send speculative job applications to us. We do this to assist us in the selection of candidates, and to assist in the running of the charity. The personal data may include identifiers such as name, date of birth, personal characteristics such as gender, qualifications, and previous employment history.  We will not share any identifiable information about you with third parties without your consent unless the law allows or requires us to do so. The personal data provided during an application process will be retained for a period of at least six months or, if required by law, for as long as is required.  This privacy notice does not form part of an employment offer or contract between us. If we make an employment offer to you, we will provide further information about our handling of your personal information in an employment context separately.  If you would like to find out more about our data retention policy and how we use your personal data, you want to see a copy of the information about you that we hold or have any questions or issues regarding data protection, please email us with the Subject “Data Protection Request”. |

|  |
| --- |
| **Personal Statement** Please use the space below to write a short statement supporting your application. Please include details of any skills or qualities you could bring to the role, what motivates you and some details of your professional or personal background would be useful. You may attach a separate sheet if you prefer to type this section. |
|  |

|  |
| --- |
| **Previous relevant experience.** Please see Person Specification on New Trustee (Volunteer) Role Description & Person Specification for guidance. |
|  |

|  |
| --- |
| **Please detail any further information you wish to put forward in support of your application.** For example, details of recent relevant experience including employment, voluntary work, community activities, etc. (You may wish to attach a separate CV to the application form). |

|  |  |
| --- | --- |
| References I hereby authorise you to contact the references below to obtain any information which, in my opinion, will attest to my suitability, qualifications and work history. Tick here [ ] | |
| Reference 1:  Post code:  Telephone: | Reference 2:  Post code:  Telephone: |

|  |
| --- |
| **Persons disqualified from being trustees of a Charity**  Any person aged over 18 can act as a charity Trustee as long as they are not disqualified by law. **Section 72(1) of the Charities Act 1993**, disqualifies certain people from being a Trustee of a charity. This includes:   * Anyone who has been convicted of an offence involving deception or dishonesty, unless the conviction is spent. * Anyone who is an undischarged bankrupt. * Anyone who has previously been removed from trusteeship of a charity by the Court or the Commissioners for misconduct or mismanagement. * Anyone who is under a disqualification order under the Company Directors Disqualification Act 1986.   It is normally an offence to act either as a charity Trustee or as a nominee while disqualified unless the Charity Commission has given a waiver under section 72(4) of the 1993 Act. |

|  |
| --- |
| **Declaration**  The information I have provided is true. I understand that any offer to be a volunteer trustee, made on the basis of untrue or misleading information, may be withdrawn.  Signed: Date: |