Enfield Carers Centre

Britannia House

137-142 Baker Street

Enfield EN1 3JL

Tel: 020 8366 3677

# TRUSTEES APPLICATION FORM

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| PERSONALDETAILS | | | |
| **Title**: Mr  Mrs  Miss  Ms | | | |
| First Name(s): | Last Name: | | |
| Address: | | | |
|  | | | |
|  | Post Code: | | |
| Home Phone: | Mobile Phone: | | |
| Email Address: | | Date of Birth: Select date | |
| Nationality: | Town of birth: | | |
| Any former name?**[[1]](#footnote-1)\*** |  | | |
| Passport or National Insurance Number:\* | | | |
| Are you registered disabled? Yes  No  If yes, please tell us the nature of your disability: | | | |
| CARING ROLE | | | |
| Tell us here if you are, or have been a carer or if not, tell us about your experience of caring. | | | |
| COMMUNITY OR VOLUNTARY EXPERIENCE | | | |
| Tell us here about any community/ volunteer experience you have had and the skills and abilities that you gained from this | | | |
| **EMPLOYMENT** – Please tell us about your present and/or past employment and the responsibilities you had | | |

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| --- | --- | --- | --- |
| Name and address of employer | Position held | Description of responsibilities | Dates: from – to |
|  |  |  |  |

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| Please give details here of your interests, hobbies etc. |
|  |

Some people are disqualified by law from acting as trustees, including anyone described in section of 72(1) of the Charities Act 1993. This includes:

* Anyone who has an unspent conviction for an offence involving deception or dishonestly
* Anyone who is an undischarged bankrupt
* Anyone who has been removed from trusteeship of a charity by the court or the commissioners for misconduct or mismanagement
* Anyone under a disqualification order under the company director’s disqualification Act 1986

Please indicate if any of the above applies to you. CRB checks will be completed for all trustees.

**REFERENCES**

Please give the names and addresses of two persons from whom confidential references may be obtained. Referees can be neither trustees, staff or volunteers of Enfield Carers Centre.

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| Referee 1 | |
| Name: | Occupation: |
| Address: | |
| Post code: | Tel: |
| How does this person know you? | |
| Referee 2 | |
| Name: | Occupation: |
| Address: | |
| Post code: | Tel: |
| How does this person know you? | |

**TRUSTEE SKILLS AUDIT**

It would be very helpful if you would complete this skills audit – these skills could have been gained at home, as a volunteer or in paid employment.

1. What kind of expertise do you consider you bring to the Board? Tick as appropriate

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| Administration  lots  some  a little  none |
| Campaigning  lots  some  a little  none |
| Conflict Resolution  lots  some  a little  none |
| Customer Care  lots  some  a little  none |
| Development  lots  some  a little  none |
| Disability issues  lots  some  a little  none |
| Equal Opportunities  lots  some  a little  none |
| Financial  lots  some  a little  none |
| General Fundraising / Corporate Fundraising / Grant funding  lots  some  a little  none |
| General Strategic Planning and Training  lots  some  a little  none |
| Governance  lots  some  a little  none |
| Human Resources/Recruitment  lots  some  a little  none |
| Information Technology  lots  some  a little  none |
| Knowledge of the Local Community  lots  some  a little  none |
| Legal  lots  some  a little  none |
| Management  lots  some  a little  none |
| Marketing  lots  some  a little  none |
| Media/PR  lots  some  a little  none |
| Networking  lots  some  a little  none |
| Policy Implementation  lots  some  a little  none |
| Property  lots  some  a little  none |
| Research  lots  some  a little  none |
| Other (please give details) |

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| Do you have any other skills to offer? |
| Are there any areas of the Carers Centre’s work you are have a particular interest in and/or would like to become involved? |
| What motivated you to become a trustee? |

I certify that to the best of my knowledge this application is a true and accurate record. I understand that any false statement may be sufficient cause for rejection

Signed: Date:

1. \* Information marked with an \* is required only for registration as Director with Companies House and is not available to view in the public record [↑](#footnote-ref-1)