**Mynshull’s Educational Foundation**

**Trustee Application Form**

**Personal Information**

|  |  |
| --- | --- |
| **Name** |  |
| **Preferred name/known as** (if different) |  |
| **Address** |  |
| **Phone number** |  |
| **Alternative phone number** |  |
| **Email address** |  |
| Any **communication** preferences or needs that you would like to make us aware of. |  |

**References**

Please provide details of two referees.

|  |  |  |  |
| --- | --- | --- | --- |
| **Name and contact details** (please include an address, email and telephone number) | **Occupation** | **Years known** | **Capacity in which you were known to this referee** |
|  |  |  |  |
|  |  |  |  |

**Skills and Experience**

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| Please tell us why you would like to be a trustee for **Mynshull’s Educational Foundation.** |
|  |
| Please describe how you meet the person specification found in the *Recruitment Pack*, with particular reference to your experiences, qualifications and attributes. |
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**Declaration**

I confirm that the above information is complete and accurate and I understand any offer of appointment is subject to:

a) references which are satisfactory

b) receipt of a satisfactory DBS certificate (Standard DBS Check)

c) the entries on this form proving to be complete and accurate and

I confirm that I am eligible to act as a trustee as outlined by the [Charity Commission](https://assets.publishing.service.gov.uk/media/64b65c9b71749c001389ed26/CC3_feb20.pdf).

* I am over 18 years old.
* I am not disqualified from being a trustee by:
  + 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 above offences.
  + being on the sex offenders register.
  + having an unspent sanction for contempt of Court.
  + being a designated persons (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

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| **Declaration** | |
| **Name** |  |
| **Signed** |  |
| **Date** |  |

**Conflicts of Interest**

Conflicts of interest will not always be a barrier to volunteering with **Mynshull’s Educational Foundation**, however we need to be aware of them so we can take any necessary precautions to safeguard our charity and people we support.

|  |  |
| --- | --- |
| Are you aware of any conflicts of interest that may impact you if appointed. This may include other paid or voluntary roles, or financial conflicts of interest | |
| Yes (if yes please detail) | No |
|  |  |
| Are you related to, or a spouse/partner of a **Mynshull’s Educational Foundation** board member? | |
| Yes (if yes please give their name) | No |
|  |  |

**Data Protection**

All the information collected in this form is necessary and relevant to the performance of the position applied for. We will use the information provided by you on this form and by the referees you have supplied for recruitment purposes only. We treat all personal information with the utmost confidentiality and operate in line with current data protection legislation. Should you be successful in your application, the information provided, and further information which will be gathered during onboarding, will be used for the administration of your appointment.

If you are unsuccessful in your application for this role, we will retain your information for a period of 6 months from the closing date of the role to allow us to answer any queries you may have and, following this, your information will be destroyed.

*Mynshull’s Educational Foundation is an independent charity. Gaddum provides administrative support including recruitment and data processing. Further information about how Gaddum uses and stores your personal information can be found on our website.*

Completed forms should be returned via email to [hr@gaddum.org.uk](mailto:hr@gaddum.org.uk)

Postal forms can be returned to Gaddum, St Wilfrid’s Enterprise Centre, Royce Road, Manchester, M15 5BJ

For any enquires about the role, please email us on the address above, or call us on 0161 834 6069 ext 4017