

Trustee Application Form

PRIVATE AND CONFIDENTIAL

Important - please complete all sections in full and email to admin@ukmsa.org.uk
by 9am 1st May 2019.

Your application will not be considered if you do not complete all sections.

Position applied
for

UK Men's Sheds Association Trustee

Where did you see this vacancy
advertised?

Your details

Surname

Known as

Forename(s)

Address

Telephone

Postcode

Mobile number

Email

Your preferred method of contact?

Telephone

Mobile

Email



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Role requirements

Why do you want to be a UKMSA trustee?



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Please state any background or experience you have of operating at a board level.

What would you bring to the role?

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Please indicate with an 'X' if you have any expertise in the following areas:

Business development and fundraising

Insight and research

Human Resources

Public Relations, digital and social marketing

Legal

Please attach your CV with your application to provide supporting information.

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Criminal record checking – rehabilitation of offenders form

In accordance with statutory requirements, certain pre-employment checks are conducted for positions involving working with vulnerable groups, specifically vulnerable adults and children.

The information obtained from these checks is used to help safeguard these groups. It will NOT be used to discriminate unfairly against those with convictions which we consider as unrelated to working with vulnerable groups. Having a criminal record will not automatically bar you from employment or voluntary work with UK Men's Shed Association.

This process will be conducted in accordance with and the DBS/PVG Code of Practice. The information provided will be risk assessed against the requirements of the role.

It is a criminal offence to apply for a position working with children if you are excluded from doing so, by virtue of a court order or exclusion by the Independent Safeguarding Authority. This applies to any paid or unpaid work that you carry out.

This means that you must disclose spent and unspent convictions on this form accordingly. This includes any driving offences.

Through the Disclosure and Baring Service (DBS) and the Protection of Vulnerable Groups (PVG), we will make a check to establish any criminal record background. We will do this by asking you to complete a DBS/PVG Application Form. Appointment to this post will be subject to completion of a satisfactory check.

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1. DBS/PVG roles

This role is covered by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975.

Have you ever been convicted of a criminal offence?

Yes

No

If so please give details of any spent or unspent convictions including the date, offence and sentence. As this post is one covered by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 both spent and unspent convictions must be declared.

Details

Declaration

I understand that this work is subject to a DBS/PVG check and overseas checks where necessary, and I am aware that spent convictions will be disclosed. I confirm that I am NOT barred from working with children and / or vulnerable adults by nature of being on a barred list held by any Government body or agency. The information that I have given above is true and accurate.

Signature

Date



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Data protection act

Your information will be processed in accordance with the Data Protection Acts 1984 and 1998.

Your application form will be used for short-listing, interviewing and monitoring purposes. If you are not appointed, your form will be retained for a period of 12 months.

The successful applicant's application form will form part of a personal file which will be retained in a secure environment.

Are you related to or a spouse/partner of a UKMSA staff member?

Yes

No

If yes, please state their name and relationship to you.

Are you currently a UKMSA volunteer?

Yes

No

I confirm that the information that I have provided is accurate and true.

I understand that any omission or false information may lead to the withdrawal of any offer of employment, or if already employed termination of employment.

Signature

Date

**Please email your completed application form to
admin@ukmsa.org.uk by 9am, 1st May 2019**