**Application Form**

**IDEAS Executive Committee Members**

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| **Role applied for: Please mark which role you would like.** |
| **Exec member**  **Treasurer** |

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| **Personal details**  Name:  Address for Correspondence:  Telephone No:  Email Address:  Are you related to any recent member of staff or serving Trustee? YES NO |
| *Applicants will be shortlisted by the Recruitment Sub-committee, potentially invited for a short informal interview and then if successful, recommended for election at the next General Meeting. Recommended candidates will be nominated by an organisational member of IDEAS or will stand as independents and become individual members after their election*.  Please let us know if you are likely to be nominated by a particular organisation or to stand as an independent candidate.  Independent candidate YES NO  Nominated by (name of organisational member) …………..…….. |

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| **Skills / Knowledge / Experience Overview – please tick those which apply to you. There is not an expectation that you will have all of these skills, or any of these to an advanced level.** | | | |
| Knowledge of global citizenship education |  | Third sector knowledge |  |
| Board / Committee participation |  | Marketing |  |
| Accountancy / Financial |  | Media / PR |  |
| Fundraising |  | Organisational Development |  |
| Governance |  | Change Management |  |
| Human Resources |  | Policy Development |  |
| Information Technology |  | Risk Management |  |
| Campaigning |  | Health & Safety |  |
| Legal |  | Strategic Planning |  |
| Management Systems |  | Social Media |  |
| Website Development & Management |  | Training |  |
| Business Development |  | Audit / Quality |  |
| Partnership & Networking |  | Service User Participation |  |
| **OTHER(S)** – please list below |  |  |  |
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| Personal history and experience *Briefly summarise in bullet points your relevant personal history and experience e.g. employment, qualifications, volunteering experience.* |

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| **Why does becoming an Exec member interest you, and in what way would you hope to progress IDEAS’ purpose and mission?** *Please summarise your thoughts in no more than 300 words, including an indication of what time commitment you could give to this role.* |

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| The experience of volunteering should also give something back to the volunteer. What would you hope to gain from being a trustee? |

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| Are you aware of any possible conflict of interest which might arise personally in relation to your employment or in relation to your connections with any individuals or organisations? *Conflicts of interest are not normally a barrier to appointment as long as they are appropriately managed and/or resolved.* |

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| How did you learn about this opportunity? |

**References**

Please give details of two people who may be approached for a reference and who can comment on your suitability to become a trustee.

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| Name:  Address for Correspondence:  Telephone No:  Email Address:  In what capacity does this person know you? | Name:  Address for Correspondence:  Telephone No:  Email Address:  In what capacity does this person know you? |

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| **Declarations**  **Do you know of any reason which may prevent you from becoming a company director or charity trustee (e.g. undischarged bankruptcy, unspent conviction for deception or dishonesty, or previous removal as a charity trustee on these grounds)?**  **Yes/No** (please delete as appropriate)  If ‘yes’, please give details |

I confirm that the information on this form is correct and complete.

Your name in full:

Your Signature:

Today’s Date:

# Please return completed form by midday on 1 March 2021 to:

[**ideas@ideas-forum.org.uk**](mailto:ideas@ideas-forum.org.uk)

**Thank you very much for giving your time to apply to IDEAS. Informal interviews are likely to take place on 9&10 March 2021.**