Mendlesham Community Charity

Application form for role as Trustee

Your details

Name:

Address:

Postcode:

Phone:

Email:

Supporting statement

Please tell us why you applied for this role and why you think you are the best person for the role.

Mendlesham Community Charity

Education and training

Please give basic details:

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Qualifications

Please give details:

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Employment history

Your current or most recent employer

Name of employer:

Address:

Postcode:

Job title:

Length of time with employer:

Duties:

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Previous employers or voluntary roles

Please tell us about other jobs/roles you have done and about the skills you used or learned in those jobs.

Interview arrangements and availability

If you have a disability, please tell us if there are any reasonable adjustments we can make to help you in your application or with our recruitment process.

Are there any dates when you will not be available for interview?

When could you join us?

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References

Please give the names and contact details of 2 people who we can ask to give you a reference. We may ask them before meeting you but will not ask your current employer until we get your permission.

Referee 1

Referee 2

Information on this application form will only be shared by the existing Trustees of the Mendlesham Community Council and will comply with the current General Data Protection Policy.

Declaration

I confirm that to the best of my knowledge the information I have provided on this form is correct and I accept that providing deliberately false information could result in being removed from the list of Trustees registered with the Charity Commission for the Community Council.

Name:

Signature:

Date:

Please return the completed form to:

Lead Trustee: Judith Howard-Rees
Mill Lodge, Mendlesham Green, Stowmarket, Suffolk IP14 5RB
Email: judith@milllodge.co.uk   Phone: 01449 766327

Mendlesham Community Charity

Administration Notes:

Date received:	By whom:	Discussed by Board of Trustees Date:
Outcome: Proceed (Tick) Reject (explain why)		
Inform applicant Request Date of Birth Date:	Complete DBS Check Date: Outcome:	Take up references Date: Outcome:
Update Charity Commission Website Date:	Successful application completed Date:	Trustees overseeing process Name: