# A picture containing logo Description automatically generatedCHAIR OF THE BOARD OF DIRECTORS

# APPLICATION FORM

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Thank you for your interest in becoming our next Chair of Cruse Scotland

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| 1. **About You** | | | | | |
| **Name** |  | | **Pronoun** | |  |
| **Address** |  | | | | |
| **Phone Number** |  | | | | |
| **Email Address** |  | | | | |
| 1. **Skills and Experience** | | | | | |
| **Directorship/Trustee Background** | | | | | |
| **Position Held** | | **Charity Name & Nature** | | **Period of Office** | |
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| **Employment History** | | | | | |
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| **Qualifications** | | | | | |
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| 1. **What experience and skills (outside of leadership and governance) would you bring to the Board?** |
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| 1. **Please outline your experience of leadership and governance and tell us how you could enhance the governance of Cruse Scotland whilst contributing to the development of Cruse Scotland aims and objectives?** |
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| 1. **Personal Statement**   (Please share with us a little about yourself and what attracted you to the role of Chair with Cruse Scotland) |
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| 1. **Any Other Relevant Information** |
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| 1. **Referees** | | | |
| **Referee 1** | | **Referee 2** | |
| Name: |  | Name: |  |
| Position: |  | Position: |  |
| Organisation: |  | Organisation: |  |
| Address: |  | Address: |  |
| Telephone Number: |  | Telephone Number: |  |
| Email Address: |  | Email Address: |  |
| Relationship: |  | Relationship: |  |
| Length of time you have known this referee: |  | Length of time you have known this referee: |  |
| May we approach this referee ahead of interview? |  | May we approach this referee ahead of interview? |  |

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| 1. **Recruitment Monitoring**   It would be helpful for us to learn where you saw this vacancy? | | | |
| Cruse Scotland internal communications |  | Good Moves |  |
| Cruse Scotland Social Media |  | Social Media (not Cruse Scotland) |  |
| If other, please specify |  | | |
| 1. **Declaration** | | | |

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| **Data Protection Act 1998** |
| The information on this form will be used for the purposes of selection for Board membership. Access to the data will be restricted to the Cruse Scotland Board of Directors, CEO, Office Manager and members of the interview panel. If you are not appointed the form will be retained for six months after the date of interview and then destroyed. If you are appointed, the form and references will be retained in your Cruse Scotland file |
| **Office of Scottish Charity Regulator (OSCR)** |

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| In line with OSCR guidelines and good governance, before any appointment is made, you would be asked to complete a Charity Trustee declaration form which will cover the following points. **We ask that all applications consider this before submitting an application.**  I declare that:   * I am willing to act as a charity trustee of the above named organisation. * I understand the organisations purposes and rules set out in its governing document. * I am aware of my duties and responsibilities as a charity trustee in terms of section 66 of the Charities and Trustee Investment (Scotland) Act 2005 (‘the 2005 Act’). * I am not disqualified from being a charity trustee in terms of the 2005 Act – that is: I am not an undischarged bankrupt I have not granted a Protected Trust Deed (PTD) I do not have an unspent conviction for an offence involving dishonesty I do not have an unspent conviction for an offence under the 2005 Act I have not been removed by the Court of Session under the 2005 Act (or earlier legislation) from being a charity trustee or being concerned in the management or control of any charity or body I have not been removed from being a charity trustee by the Charity Commission or the High Court in England due to misconduct or mismanagement I have not entered into an individual voluntary arrangement (IVA) to pay off debts with creditors. (This only applies to trustees living in England or Wales) I am not disqualified from being a company director. * I understand that it is an offence under section 26 of the 2005 Act to knowingly or recklessly provide false or misleading information. |

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| **PVG Disclosure and Safeguarding** |
| In line with recent OSCR guidelines, all charity Trustees are required to be members of the PVG scheme. If your application is successful we will liaise with you to link your PVG membership aligned to Cruse Scotland. |

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| **SIGNED DECLARATION**  I declare that all the foregoing statements within my application are true and complete to the best of my knowledge.  Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Please email your application form to:**  Michaela Thomson, Office Manager: michaela.thomson@crusescotland.org.uk |