



## TRUSTEE RECRUITMENT APPLICATION FORM

Name				
Occupation				
Membership of professional Organisation (if applicable)				
Which of the following skills or experience could you bring to the Board?	Please indicate against each relevant area if this is your Main skill*/expertise, by writing 'M', or a secondary skill* where you have experience, by writing 'S'.			
			M/S	M/S
	Governance (Charity/Not for profit)		Festival /Events management/ Coordination	
	Finance/ Accounting		Marketing /Communications/PR	
	Fundraising		Arts education, learning or engagement	
	Legal		Project Management	
	Organisational development		Caribbean Carnival Culture	
	Business or Commercial Management (identifying business opportunities)		Events Logistics Management/ Coordination	
	Knowledge of the UK Cultural Sector		Knowledge of British Caribbean Community	

### Statement of Interest

Why do you wish to become a Trustee for our organisation? Tell us how your skills and experience would enable you to fulfill the role of a Trustee as described in the key skills outlined in the Person Specification. (750 words) *You may also choose to enclose a CV Summary with this application, no more than 2 pages\*\**

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\*Note:

**Main skills** are professional qualifications and work practice of over five years and main area of focus.

**Secondary skills** can be either additional skills you possess or ones which you have less than five year's experience in.

\*\*Note: We will not read any attachments over two pages long).

**Declaration of Interest**

Are you an Elected Member or employee of any Local Authority or Parish Council, or have you been an Elected Member of any Local Authority or Parish Council within the last four years. If so, please give details below.

Please tick below:

No ☐    Yes ☐

Provide details:

Are you currently related to any member of the Board of Trustees?

Please tick below:

No ☐    Yes ☐

Provide details:

## Personal Contact details

Home Address				Post Code
Telephone	Home		Mobile	
	Work			
E-mail				
Preferred means of contact				

## Referees

Please give details of two people who would be willing to provide a reference.

Name	Name
Address	Address
Post Code	Post Code
Tel	Tel

## Declaration of Eligibility to Become a Charitable Trustee

I declare that:

- I am over age 18.
- I am not incapacitated by reason of mental disorder as defined by Mental Health Act 1983.
- I am not an undischarged bankrupt.
- I have not previously been removed from trusteeship of a charity by a Court or the Charity Commission.
- I am not under a disqualification order under the Company Directors' Disqualification Act 1986.
- I have not been convicted of an offence involving deception or dishonesty (unless the conviction is spent).

- I am not disqualified under the Protection of Vulnerable Adults and Safeguarding Children List.
- I do have an individual voluntary arrangement (IVA) and I am not on the Insolvency Service Register
- I undertake to fulfil my responsibilities and duties as a trustee of LWIC in good faith and in accordance with the law and within LWIC objectives/mission and Code of Conduct for trustees.
- I do not have any financial interests in conflict with those of LWIC (either in person or through family or business connections) except those that I have formally notified in a conflict of interest statement. I will specifically notify any such interest at any meeting where trustees are required to make a decision which affects my personal interests, and I will absent myself entirely from any decision on the matter and not vote on it.
- I have read the Charity Commission guidance on Automatic Disqualification and this does not apply to me.
- I have not been removed from the office of charity trustee or trustee for a charity by an Order made by the Charity Commissioners or the High Court on the grounds of any misconduct or mismanagement nor am I subject to an order under Section 7 of the Law Reform (Miscellaneous Provisions) (Scotland) Act 1990, preventing me from being concerned in the management or control of any relevant organisation or body.
- I am not subject to a disqualification order under the Criminal Justice and Court Services Act 2000.
- I am not disqualified under the Protection of Vulnerable Adults and Safeguarding Children List.

The information supplied in this application form is true and accurate to the best of my knowledge.

Signature:	Name:
Date:	

**Please send the completed application to:**  
**Email: [recruitment@leedscarnival.co.uk](mailto:recruitment@leedscarnival.co.uk)**