HAMPSHIRE AND ISLE OF WIGHT AIR AMBULANCE

Application Form for Trustee Position

Personal Information (confidential)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Please return this form to:** [**HR@hiowaa.org**](mailto:HR@hiowaa.org)  **By closing date: 13th June 2023** | | | | |
| **Personal details** | | | | |
| Title: |  | | | |
| Name: |  | | | |
| Address: | | | | |
| Email: |  | | | |
| Telephone (Landline): |  | | | |
| Telephone (Mobile): |  | | | |
|  | | | | |
| **Personal Statement (why do you wish to become a Trustee of Hampshire and Isle of Wight Air Ambulance). Please try to limit this to no more than 300 words:** | | | | |
|  | | | | |
| **Area of expertise, experience and key skills you can bring to the Charity:** | | | | |
| I believe I can bring value as a Trustee in the following areas of expertise (please tick any areas that apply to you):  Finance and accountancy  Investment fund management  Aviation  Charity governance and management  Charity law  Commercial property management or surveying  Critical Health Care  Digital marketing and social media  Fundraising  General health care and the NHS  Leadership  Local government  Management  Marketing  Team working  Other  **In relation to any areas ticked above, please provide brief details of skills and experience you have, including any relevant paid or unpaid positions held or volunteer experience):** | | | | |
| **Previous or Current Trustee or Governorship experience** | | | | |
| **Name of Organisation** | | **Role and main duties** | | **Dates of office** |
|  | |  | |  |
|  | |  | |  |
|  | |  | |  |
|  | |  | |  |
| **Availability for Trustee Meetings** | | | | |
| Trustee meetings (half a day, four times a year) have traditionally been held during the daytime.  During the pandemic, and like many organisations, we have been taking advantage of video conferencing to hold some of our meetings.  The charity is committed to being as inclusive as possible and wishes to provide flexible access for all its trustees at trustee meetings.  Please give details about your availability for Trustee work here (e.g. Term time only; only available after 7pm etc.): | | | | |
| **If you are currently employed or have other volunteer roles, will those organisations be supportive of you becoming a Trustee?**  Yes  No  Not applicable | | | | |
| **Relevant Qualifications, Membership or Personal Development** | | | | |
| Please include any qualifications, courses, professional membership, voluntary work, or responsibilities you have obtained, and not covered above, that you consider relevant to your application: | | | | |
|  | | | | |
| **References** | | | | |
| We would like to take up two references prior to interview. These do not need to be previous employers but should be people you have known for 3 years (not family members or HIOWAA staff). If you have been a Trustee (or similar) one referee should be from this position. Please provide a name, email addresses and phone number. | | | | |
| 1.Name:  Role/Relationship:  Organisation:  Email Address:  Tel. | | | 2.Name:  Role/Relationship:  Organisation:  Email Address:  Tel. | |

|  |
| --- |
| **Data Protection Statement** |
| All of the information collected in this form is necessary and relevant to the selection process for the role of Trustee. We will use the information provided by you on this form and by the referees you have nominated, for recruitment purposes only. The Charity will treat all personal information with the utmost confidentiality and in accordance with current data protection legislation. We rely on the lawful basis of Legitimate Interest to process the information provided by you in this form.  Should you be successful in your application, the information provided, and any further information which will be gathered at the relevant time, will be subsequently used for the administration of your role as Trustee. This data will not be distributed to Third Parties.  If your application is unsuccessful, we will destroy your application and personal data as confidential waste 3 months after the completion of the selection process. |
| **Individuals who may be disqualified from being a Trustee:** |
| There are some reasons which disqualify certain people from being a Trustee of a Charity. For more information about this please visit <https://www.gov.uk/guidance/automatic-disqualification-rules-for-charity-trustees-and-charity-senior-positions#the-automatic-disqualification-rules>. If you are selected as a Trustee we will require you to sign a declaration to confirm that you are eligible to be a Trustee and that none of these disqualification criteria apply to you. |
| **Declaration** |
| I confirm that the above information is complete and correct and I understand that the Charity will contact the referees I have provided and will process my personal data for the purposes of this recruitment process and if I am successful in relation to the administration and role of Trustee. |
| **Signed:** |  | Date: |
| **Date:** |