**MUSLIM AID (Charity No. 1176462)**

**TRUSTEE APPLICATION FORM**

Any person of goodwill over 18 and with relevant skills and experience is welcome to apply to become a trustee of Muslim Aid provided that they complete this application form and supply contact details of two referees.

The form should be returned to recruitment@muslimaid.org

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| **PERSONAL DETAILS** | |
| **First name (normally used name)** |  |
| **Other names** |  |
| **Surname** |  |
| **Address (including postcode)** |  |
| **Telephone (home)** |  |
| **Telephone (mobile)** |  |
| **Email** |  |
| **Occupation** |  |
| **Qualifications** |  |
| **Languages spoken fluently** |  |

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| **SKILLS AND EXPERIENCE** | |
| **Do you have any previous volunteer/trustee experience, particularly within the last 5 years? If yes, please give details.** | |
| **Have you previously been involved with Muslim Aid in any way e.g. employee, donor, trustee etc? If yes, please give details.** | |
| **The Board requires the following skills or experience:**   1. Finance & Audit Trustee 🞎 2. Strategy & Organisational Transformation Trustee 🞎 3. UK Grassroots Activism Trustee 🞎 4. Media & Communications Trustee 🞎 5. Fundraising & Income Generation Trustee 🞎   **Which of the other skills or experience could you bring to the board:**  Delivery of humanitarian and development 🞎  Business management 🞎  HR 🞎  Welfare 🞎  Culture 🞎  Religious teaching 🞎  Other 🞎 please specify: | |
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| **Please give further details of any personal qualities, skills, experience and knowledge that you think may be relevant. Please limit your response to 200 words.** | |
| **Why do you want to become a trustee of Muslim Aid and how do you think your skills and experience would enable you to fulfil the role of a trustee? Please limit your response to 200 words.** | |
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| **REFERENCES** | |
| **REFEREE 1** | |
| **Full name** |  |
| **Address (including postcode)** |  |
| **Telephone number** |  |
| **Email** |  |
| **Relationship to you** |  |
| **REFEREE 2** | |
| **Full name** |  |
| **Address (including postcode)** |  |
| **Telephone number** |  |
| **Email** |  |
| **Relationship to you** |  |

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| **ELIGIBILITY TO BE A CHARITY TRUSTEE** | |
| **Are you over the age of 18?** | Y/N |
| **Have you ever been convicted of any offence involving dishonesty or deception?** | Y/N |
| **Have you been convicted of a crime and sentenced to imprisonment within the last 5 years?** | Y/N |
| **Are you an undischarged bankrupt or have made a composition or arrangement with, or granted a trust deed for, your creditors?** | Y/N |
| **Have you ever been disqualified from being a company director?** | Y/N |
| **Have you been suspended or 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?** | Y/N |
| **Are you disqualified under the Protection of Vulnerable Adults List?** | Y/N |
| **CONFLICTS OF INTEREST** | |
| **Have you, or any organisation you are a member of, represent, or have a pecuniary interest in ever been a beneficiary of Muslim Aid?** | Y/N |
| **Have you, a family member, or your employer, undertaken work for or supplied goods or services to Muslim Aid?** | Y/N |
| **Please give details of any other potential conflict of interest that you are aware of.** | |

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| **EQUALITY AND DIVERSITY** | |
| **Please confirm your gender** | Male 🞎 Female 🞎 |
| **Please confirm your age** | 18 – 30 🞎 31 – 45 🞎 46 – 55 🞎 56 – 65 🞎 65+ 🞎 |
| **Please confirm your ethnicity** | *Ethnic origin is not about nationality, place of birth or citizenship. It is about the group to which you perceive you belong.* |
| **Please confirm your religion or belief, if any** |  |
| **Do you consider yourself to have a disability or health condition?** | *The information in this form is for monitoring purposes only. If you believe you need a ‘reasonable adjustment’, then please discuss this with the person running the process.*  Yes 🞎  No 🞎  Prefer not to say 🞎  If yes, what is the effect or impact of your disability or health condition on your ability to give your best at work? |