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

**INTERNATIONAL PROGRAMMES 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** **along with your CV.**

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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/co-opted member 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, co-opted etc? If yes, please give details.**  |
|  **Which of the other skills or experience could you bring to the board:** Delivery of humanitarian and development ¨ Fundraising ¨ Business management ¨HR ¨Marketing/PR ¨Social media ¨Welfare ¨Culture ¨Religious teaching ¨Legal ¨  Other ¨ please specify:  |
| **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 an International Programmes 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?  |