The UNA-UK Board is currently recruiting Trustees who can contribute to the following areas:

* Fundraising, in particular corporate, government or philanthropic – our top priority
* Media/PR to reach wider audiences and maximise UNA-UK’s global impact
* Legal/HR/finance to ensure best practice and good governance

**Those interested in applying should:**

1. Read carefully the Trustee Role Description
2. Read carefully the information provided in the Trustee information pack
3. Complete and return this form and the required supporting documents to:

Angie Pankhania, UNA-UK Company Secretary, on jobs@una.org.uk or by post to 3 Whitehall Court, London SW1A 2EL. **Documents must be received by 10am on Friday 24 August 2018.**

**Your application will only be accepted if you meet the eligibility criteria, and your application is completed correctly and received by the deadline**. Please note that UNA-UK may reject an application if in UNA-UK’s view there are material inaccuracies.

Shortlisted candidates will be contacted to arrange an **interview between 10 and 13 September 2018**.

Successful candidates will be appointed by the Board at its meeting on Wednesday 19 September 2018 and invited to attend their **first Board meeting on Wednesday 12 December 2018**.

Upon appointment, they will receive relevant information on the legal responsibilities arising from being a Trustee and Director; and will be required to provide personal details to the Company Secretary to ensure Charity Commission and Companies House information is updated.

**UNA-UK strongly encourages candidates from all backgrounds to apply. At present, the Board is particularly keen to receive applications from women and ethnic minorities.**

**SECTION 1 – YOUR INFORMATION**

Name:

Address:

Email address:

Telephone number:

**SECTION 2 – STATEMENT OF ELIGIBILITY**

*(Please indicate “YES” or “NO” as applicable)*

**I confirm the following:**

* I have read and understood the information in the Trustee information pack, including the duties and responsibilities of Trustees **YES / NO**
* I am fit to serve as a charity Trustee and company Director (please refer to the Trustee information pack for further information) **YES / NO**
* I meet the eligibility criteria set out in the Trustee information pack **YES / NO**
* I am, or am willing to become, a UNA-UK member **YES / NO**
* I agree to abide by UNA-UK’s Articles and Rules **YES / NO**

**SECTION 3 – YOUR SKILLS AND EXPERIENCE**

*Please**use this space to provide a short profile of yourself (no more than 300 words), outlining why you wish to apply and what skills and experience you will bring to this role.*

**PROFILE** (a maximum of 300 words):

**SECTION 4 – SUPPORTING DOCUMENTS**

*Please confirm that you have submitted the following* ***required*** *documents:*

* An up-to-date Curriculum Vitae **YES / NO**

**SECTION 5 – SIGNATURE**

I confirm that the above is a true and complete statement. I understand that mis‑statements may be a cause for rejecting my application or dismissal from the Board if appointed.

**Signed:** **Date:**