|  |  |  |
| --- | --- | --- |
| Name |  | |
| Address including postcode |  | |
| If you have been at this address less than five years, please also give previous address |  | |
| Home telephone no: | | Mobile telephone no.: |
| Date of birth: | | Email address: |
| Emergency Contact name and phone no | |  |
| REFERENCES: Please give the name and address of two referees that you have known for a minimum of two years (not a relative) include at least one professional reference, (previous employer wherever possible; alternatively, school, college or other professional such as a religious leader or a volunteer supervisor) who may be contacted by Ups and Downs.  **Please ask permission prior to submitting referees details and confirm full address.** | | |
| Referee 1 – time known this person  In what capacity? | | Referee 2 - time known this person  In what capacity? |
| Name:  Address:  Postcode:  Email:  Telephone: | | Name:  Address:  Postcode:  Email:  Telephone: |

**Monitoring Information**

|  |  |  |
| --- | --- | --- |
| White | English  Welsh  Scottish  Northern Irish  British |  |
| Irish |  |
| Gypsy or Irish Traveller |  |
| Any other white background | *Please specify* |  |
| Mixed/multi ethnic groups | White and Black Caribbean |  |
| White and Black African |  |
| White and Asian |  |
| Any other Mixed/multiple ethnic background | *Please specify* |  |
| Asian | Indian |  |
| Pakistani |  |
| Bangladeshi |  |
| Chinese |  |
| Any other Asian background | *Please specify* |  |
| Black/African/Caribbean  Black British | African |  |
| Caribbean |  |
| Any other Black/African  Caribbean background | *Please specify* |  |
| Other Ethnic Group | Arab |  |
| Other |  |

We would like to get a picture of your experience to date, in the first box please give us details of any paid employment, in the second box details of any voluntary or unpaid work and in the third box details of gaps in employment with reasons e.g. career break to look after children or other dependants, travelling, training or education.

**Please tell us about any paid employment, starting with most recent**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Employer | Job title | From | To | Brief description of duties | Reason for leaving |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**Please tell us about any voluntary or unpaid work, starting with most recent**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Employer | Job title | From | To | Brief description of duties | Reason for leaving |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**Please tell us about gaps in your employment history, starting with the most recent**

|  |  |  |
| --- | --- | --- |
| From | To | Reason |
|  |  |  |
|  |  |  |
|  |  |  |

|  |  |
| --- | --- |
| Are you related to any person who works in a paid or unpaid capacity for Ups and Downs Southwest?  YES/NO  If yes please give details | |
| How long have you been resident in the UK | | |
| How did you hear about Ups and Downs Southwest | | |
| Why are you interested in becoming a trustee for Ups and Downs Southwest? | | |
| What skills and experiences do you have that may be relevant to your work as a trustee for Ups and Downs? This may include paid employment, voluntary work, parenting/childcare hobbies and interests | | |
| The following areas of knowledge, skills and expertise are all valuable to a trustee board. Please indicate any areas that you consider you bring to this role: | | |
|  | Finance | |
|  | Fundraising | |
|  | HR | |
|  | PR/Marketing | |
|  | Health and Safety | |
|  | Management | |
|  | Children and Families | |
|  | Networking | |
|  | Voluntary Sector | |
|  | Diversity | |
|  | Disability | |
|  | Down Syndrome | |
|  | Other, *please specify* | |
| What specific areas of Ups and Downs Southwest’s work interests you? | | |

|  |  |  |
| --- | --- | --- |
| How much time could you offer to Ups and Downs on a regular basis?  (Trustees would normally be expected to volunteer for approximately 4 hours per month) | | |
| Have you had any personal contact with Children/Adult Social Care/Social Work Department or NSPCC in connection with children in your care? Have any of your children been subject to a child protection, child in need plan or common assessment framework (CAF)? | Yes/No | |
| Do you consider yourself to have a disability or health condition and if so what adjustments could Ups and Downs provide to enable you to be a trustee?  Please provide detail, continue on separate sheet if required. | Yes/No | |
| Have you ever been dismissed from any paid or voluntary work? | Yes/No | |
| Have you ever been arrested or had contact with the police for any type of criminal offence? | Yes/No | |
| Are there any matters outstanding which may lead to a criminal prosecution? | Yes/No | |
| If you answer yes to any question please give details:  If you do not declare existing or spent cautions or convictions you may not be selected. However, if you declare any of the above it may still be possible to become a Trustee | | |
| I am prepared to complete a DBS Check | | Yes/No |
| I know of no reason why I would be unsuitable to be a Ups and Downs trustee. I will report any changes in my circumstances which may affect my role | | Yes/No |

**Declaration**

I declare that to the best of my knowledge and belief, all statements contained in this form are correct. In submitting this information I agree that my application details may be held securely by Ups and Downs Southwest

Signed:

Date: