



# The Disability Resource Centre

## Trustee application form

Application number

Please submit a short Curriculum Vitae (2 page max) together with this Application Form. Please note that this is in addition to the information given on the application form, not in substitution for it. **Please also complete the Charity Commission's Trustee declaration form,**

Forms should be submitted to [info@drcbeds.org.uk](mailto:info@drcbeds.org.uk) or The Disability Resource Centre, Poynters House, Poynters Road, Dunstable, Beds., LU5 4TP

**This form should be completed in black ink or black type.**

### Personal details

Surname	<input type="text"/>	Home/mobile: (Please indicate which)
Other names	<input type="text"/>	Home <input type="text"/>
Address	<input type="text"/>	Other <input type="text"/>
		Email <input type="text"/>

Do you have any previous Volunteer/Trustee experience?

Yes  No  (please check appropriate box)

If yes, please give details

I understand and am able and willing to commit necessary time, preparation and effort to the proper discharge of the responsibilities of a Trustee.

Please return the completed form to [info@drcbeds.org.uk](mailto:info@drcbeds.org.uk) or by post to:

The Disability Resource Centre, Poynters House, Poynters Road, Dunstable, Bedfordshire, LU5 4TP

T: 01582 470900 [www.drcbeds.org.uk](http://www.drcbeds.org.uk)

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## **Please tell us how you fulfill the criteria**

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In each section below, please give a brief outline of how your skills, knowledge and experience fit the criteria. **Please give demonstrable examples wherever possible to support your application.**

**Summarise why you want to be a Trustee and how you feel you could contribute to the Trustees' work for the Charity? Please limit your response to 300 words.**

### **Knowledge and Experience**

- A clear understanding of the role of a Trustee and the willingness and the commitment to devote the necessary time, preparation and effort to the proper discharge of the responsibilities of a trustee
- Experience of operating in a senior role
- A broad knowledge of social, charitable, management and governance issues

**Please limit your response to 250 words.**

**Abilities and skills**

- A strategic thinker
- Effective communicator: clear, concise and able to adapt to the needs of the audience
- Proactive, willing to offer constructive challenge and support judgments
- A team player, respecting different views, and able to work with Board colleagues and the executive
- Able to build strong relationships and champion the work of the charity.

**Please limit your response to 250 words.**

**Personal Qualities**

- An empathy with and/or support for the aims and values of The Disability Resource Centre.
- A commitment to inclusion and diversity

**Please limit your response to 250 words.**

## References

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Please give the name and address of two referees who can comment on your suitability for this role. Please note that references from relatives are not acceptable.

Name	<input type="text"/>
Position	<input type="text"/>
Organisation	<input type="text"/>
Address	<input type="text"/>
Telephone	<input type="text"/>
Email	<input type="text"/>

Name	<input type="text"/>
Position	<input type="text"/>
Organisation	<input type="text"/>
Address	<input type="text"/>
Telephone	<input type="text"/>
Email	<input type="text"/>

Signature

Date