**Trustee Application Form**

**Please note:**

**This application form aims to help you demonstrate your suitability for the role of Trustee of the British Society of Animal Science (BSAS).**

**Please read the OSCR Guidance attached prior to completing this form.**

**Section A – Personal details**

First name(s)

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|  |

Last name

|  |
| --- |
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Contact details:

Address

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|  |

Email

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Phone

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How did you find out about this vacancy? (if applicable)

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Briefly tell us why you are interested in becoming a trustee of BSAS and what particular strengths and experience you would bring to the Trustee Board?

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**Section B – Membership**

Are you a current member of BSAS?

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The BSAS Constitution requires that Trustees are a member of the Society please confirm, if you are not already a member, that you are willing to become a member of BSAS prior to becoming a Trustee.

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**Section C – Trustee competencies**

The specific competencies expected of a Trustee are listed in the role description and person specification in the attached recruitment advert.

Please tell us how you have demonstrated the following competencies, using specific examples drawn from work, home or other activity, such as voluntary or non-executive roles.

Background in or related to animal science

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| --- |
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Knowledge of developing membership organisations

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|  |

Experience of charitable fund raising

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| --- |
|  |

Accomplished lobbyer and or influencer

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| --- |
|  |

Publishing experience

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Legal and/or financial experience

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Communication and team working (active, reasoning, listening, helpful challenge, influence, engaging)

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**Additional skills, experience or training**

Please use the space below to describe any additional skills, experience or training which you can offer us, including details of any voluntary or non-executive positions you hold or have held. Please give specific examples wherever possible. These can include experience gained from work, home or in a voluntary capacity.

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**Section D – Declaration**

1. **All applicants must satisfy certain statutory requirements in order to become a charity trustee.**

By completing and signing this form, you declare that you:

* are over 18
* are willing to act as a trustee of the British Society of Animal Science
* understand BSAS’s purposes (objects) and rules set out in the governing document (attached)
* are aware of and will comply to your duties and responsibilities as a charity trustee set out in the OSCR Guidance and Information ( <https://www.oscr.org.uk> ) and attached
1. **Suitability**

**Please note that applicants must not:**

* have been disqualified from serving as a charity trustee
* have an unspent conviction for an offence involving dishonesty or an offence under the Charities and Trustee Investment (Scotland) Act 2005
* be an undischarged bankrupt or having a Protected Trust Deed
* have been removed under either Scottish or English Law or the courts from being a charity trustee
* have been disqualified from being a company director

If any of the above apply your application will be void.

Please note that signing this form you are confirming that you will (1)adhere to the responsibilities of a charity trustee and are not disqualified from acting as a charity trustee.

**The following process has to be completed**

1. Completion and return of BSAS trustee application form
2. OSCR suitability check
3. Vacancy on trustee board
4. Application to be put before members at the next AGM (providing all information is received at least 7 days prior to the date of the AGM)
5. Approval by members at the BSAS AGM

|  |  |  |  |
| --- | --- | --- | --- |
| Signature: |  | Date: |  |

**Section E – References**

Please provide the details of two people who can comment on your suitability for appointment as a trustee of the Society. They should not be relatives.

**1. Name**

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Address

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Email

Tel no

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**2. Name**

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Address

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Email

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Tel no

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**Submitting your application/ enquiries:**

**Email**: Please save your completed application as a Microsoft Word document and email as an attachment with a

Copy of your CV

to: maggie.mitchell@bsas.org.uk

If you have any queries, please do not hesitate to contact us.