



**PRIVATE AND CONFIDENTIAL**

**Trustee – Application Form**

Thank you for your interest in volunteering with Kingston Carers Network. To get the process started we'd like to find out more about you. The information that you provide on this form will be handled and stored in accordance with current Data Protection legislation.

**Personal information**

<b>Title (Mr/Mrs/Miss/Ms/Other)</b>	
<b>Name</b>	
<b>Home Address</b>	
<b>Postcode</b>	
<b>Contact Phone Number</b>	
<b>Email Address</b>	
<b>Date of Birth</b>	__/__/----
<b>Emergency Contact (Name and Number)</b>	
<b>What times during the day can we contact you?</b>	
<b>How did you hear about the volunteering project?</b>	

## **Skills and Motivation**

**Why would you like to join the Kingston Carers' Network (KCN) board of trustees?**

**What experience and expertise would you bring to the KCN board of trustees?  
(Please attach a copy of your CV)**

**Which are of KCN's work particularly interests you?**

**Do you know of any reason which would prevent you from becoming a charity trustee, e.g. undischarged bankruptcy, unspent conviction for deception or dishonesty, or previous removal as a charity trustee on these grounds?**

**Any other comments:**

## References

Please can you give the names and addresses of 2 people (not relatives), who would be willing to act as referees. One must be a current or recent employer, school, college or university teacher. The other can be someone who has known you in a personal capacity for at least two years

### Referee 1

<b>Name</b>	
<b>Address</b>	
<b>Post Code</b>	
<b>Occupation</b>	
<b>Contact No</b>	
<b>Email Address</b>	
<b>How long have you known the person?</b>	
<b>In what capacity do you know this person?</b>	

### Referee 2

<b>Name</b>	
<b>Address</b>	
<b>Post Code</b>	
<b>Occupation</b>	
<b>Contact No</b>	
<b>Email Address</b>	
<b>How long have you known the person?</b>	
<b>In what capacity do you know this person?</b>	

## Disclosure and Barring Check (DBS)

An Enhanced Disclosure with a check on the Barred List is required for all volunteering roles that involve contact with service users.

**Are you willing to undergo such a check?**

**YES/NO**

### **The Rehabilitation of offenders Act 1974 (Exceptions) Order 1975 (Exceptions)(Amendment) Order 1986**

Due to the nature of the volunteering this role is exempt under the Rehabilitation of Offenders Act 1974 and you are required to reveal all convictions, even those which are spent.

**Have you have been convicted of any criminal offences, cautions or charges pending?**

**YES**       **NO**

If yes, please provide details in a separate sealed envelope.

**Please note that convictions for offences do not necessarily debar an applicant from a volunteer position.**

### **Data Protection**

Kingston Carers' Network keeps a confidential database for administrative purposes. No personal information relating to this recruitment is divulged except to third parties such as referees. It will be held as long as you volunteer and for 6 months after leaving.

Will you allow your details to be held by KCN this way? **YES**       **NO**

### **Declaration**

I certify that the information that I have given is true & correct to the best of my knowledge & belief and understand that giving false or misleading statements or withholding information may result in the withdrawal of your volunteer role.

**Signature**

**Date**

Please return your completed form to [admin@kingstoncarers.org.uk](mailto:admin@kingstoncarers.org.uk), or post to Kingston Carers Network, 418 Ewell Road, Tolworth. KT6 7HF.

Quoting reference TRUSTEE RECRUITMENT