

## NOMINATION FORM 2020

**\*\* FOR MANAGEMENT BOARD MEMBERS \*\***

[TO BE SUBMITTED TO HEADQUARTERS BY 12 SEPTEMBER 2020]

The following posts are available for election (committee, position, number of vacancies, term of office):

Management Board	Chairman Elect	x 1	2 years + 2 as Chairman
Membership Services Committee	Convenor Elect	x 1	1 year + 3 as Convenor
Youth Services Committee	Convenor Elect	x 1	1 year + 3 as Convenor
Management Board	Members	x 7	3 x 3 yrs, 3 x 2yrs, 1 x 1 yr

Please state clearly the position for which the candidate is being nominated

POSITION: \_\_\_\_\_

CANDIDATE NAME: \_\_\_\_\_

CANDIDATE ADDRESS: \_\_\_\_\_  
 \_\_\_\_\_

CANDIDATE EMAIL ADDRESS: \_\_\_\_\_

	Supporter's Name	Supporter's Branch
PROPOSER	_____	_____
SECONDER	_____	_____
TEN	1 _____	_____
ADDITIONAL	2 _____	_____
MEMBERS	3 _____	_____
(Supporter	4 _____	_____
emails can be	5 _____	_____
forwarded to	6 _____	_____
agm@rscds.org)	7 _____	_____
	8 _____	_____
	9 _____	_____
	10 _____	_____

# NOTES

## 1 Statement of Consent/Declaration of status

All members elected to the Management Board automatically become Trustees of the Society and Company Directors. In addition to the statement of consent below, candidates standing as Chair Elect, Convenors Elect or for election to the Management Board are required to sign the declaration confirming that they are not disqualified from becoming a Trustee (see extract below from *Guidance for Charity Trustees*).

### Disqualification

Under section 69 of the Act the following are disqualified from acting as charity trustees:

- Someone with an unspent conviction for dishonesty or an offence under the Act,
- An undischarged bankrupt,
- Someone who has been removed under either Scottish or English Law or the courts from being a charity trustee,
- A person disqualified from being a company director.

Anyone who acts as a charity trustee whilst disqualified is guilty of an offence punishable by a fine or imprisonment, or both. The disqualified person may apply to OSCR for a waiver to lift the disqualification generally, or in relation to a specific charity or type of charity. However, a waiver lifting a disqualification will not be given lightly by OSCR.

## 2 Trustee Induction

A Trustee induction pack will be issued on CD to each new Trustee. All Trustees are required to sign a letter indicating that they accept the duties and liabilities of a Trustee as laid out in legislation, and that they will abide by the guidelines laid out in the Society's *Code of Conduct for Members of the Management Board* and in the document *Guidance for Charity Trustees* issued by the Office of the Scottish Charity Regulator (OSCR). The documents contained on the induction pack CD are available on the Society's website, or a copy of the CD can be requested from the RSCDS office.

## 3 Candidate Profile

Candidates must complete a profile, to be returned with the nomination form, which must include the following:

- Name, address and contact details, including email address
- Name of Branch, or state if Headquarters member
- Position for which candidate is nominated
- **What you would aim to achieve as Chair/Convenor/member of the Management Board**
- **Reasons for coming forward as a candidate and what skills you would bring**
- **Relevant experience and qualifications for this position**
- Confirmation of time commitment necessary to fulfil the required duties
- Confirmation of ability to travel to all required meetings
- Colour photograph (preferably in electronic format, otherwise passport size)

The sections in bold above must not exceed **200 words** in total – if your profile is longer than this, it will be returned to you for editing. No more than **one sheet of A4 paper** should be submitted.

Candidates are **strongly advised** to read the role descriptions for Board and Committee members available on the website, at <https://www.rscds.org/about/governance/management-board-committees>

### Candidate Signature

All candidates must sign the following:

1. I confirm that I have agreed that my name may be put forward for election as declared overleaf.
2. I confirm that I am not disqualified from becoming a Trustee of the RSCDS.

Name \_\_\_\_\_

Date \_\_\_\_\_