

Independent Board Member Application Form

Part One: Personal Details
Part Two: Employment and Experience
Part Three: Skills Audit

Please complete and return all the following pages to

**Mr John Thornton,
Governance Officer,
Mid-Wales Housing Association,
Tŷ Canol House,
Ffordd Croesawdy,
NEWTOWN,
Powys, SY16 1AL.**

Or via Email: jthornton@mid-walesha.co.uk



Gofal a Thrwsio ym Mhowys
Care & Repair in Powys

Board Member Application Form

Thank you for expressing an interest in working with the Care & Repair in Powys Agency as a Board Member (non-executive Director). Please complete the application and return to us by the required deadline. Please attach additional sheets of paper to complete your answers if necessary.

The Mid-Wales Housing Group is committed to equal opportunities. To ensure that individuals are selected, promoted and treated on the basis of their individual merits and abilities, it would assist us if you would provide the information requested in **Part One, Part Two and Part Three.**

PART ONE: PERSONAL DETAILS

You must complete your contact information to allow the processing of the application.

Title:	Mr	Mrs	Miss	Ms	Dr	Other
Name:						
Address:						
Daytime No.				Mobile:		
Email:						

Completion of the remainder of this form is at your discretion as it is voluntary. Data collected will be used to help the Group monitor and ensure the success of our Single Equality Scheme. It will also be used to report on the needs of different groups of people. All information will be treated confidentially and in accordance with the Data Protection Act 1998 and the General Data Protection Regulations 2018. The information in Part One **will only be referred to for contact and statistical monitoring purposes** and will be detached from the application form. The form will **not be shown to the Selection Panel** and will be destroyed after six months if you are unsuccessful. (Please tick boxes as appropriate).

Age Range:	Under 25	25 to 34	35 to 44	45 to 54	55 to 64	Over 64	Prefer not to say
Gender:	Male	Female	Prefer not to say				
Do you identify as transgender?	Yes	No	Prefer not to say				

How would you describe your ethnic origin?

White

Welsh/English/Scottish/Northern Irish/British

Irish Gypsy or Irish Traveller

Any other white background, please give details:

.....

Mixed/multiple ethnic background

White and Black Caribbean

White and Black African

White and Asian

Any other mixed background, please give details

.....

Asian/Asian British

Indian

Pakistani

Bangladeshi

Chinese

Any other Asian background, please give details:

.....

Black/African/Caribbean/Black British

African

Caribbean

Any other Black/African/Caribbean background, please give details:

.....

Other ethnic group

Arab

Any other ethnic group, please give details:

.....

Prefer not to say

NB These categories are those used in the 2011 census and are recommended for use by the Equality and Human Rights Commission

Language:

Are you able to communicate in:

English

Welsh

Sign Language (BSL)

Other, please give details:

.....

Welsh Language Skills (please tick as appropriate):

	Speaking	Reading	Writing	Understanding
Fluent				
Intermediate				
Learner				
None				

<p>Disability:</p>	<p>Do you consider yourself to have a disability:</p> <p style="text-align: center;">Yes No Prefer not to say</p> <p>The Equality Act 2010 defines disability as ‘a physical or mental impairment which has a substantial and long-term adverse effect on your ability to carry out normal day-to-day activities’. This includes people with sensory and mobility problems, people with learning difficulties, people with mental health needs and people living with a serious health condition. If you have ticked ‘yes’ above, please give details below. We would like to know if we are reaching all disabled people; please can you tick the relevant impairment (disability) group below and tick more than one box if appropriate.</p> <p style="text-align: center;">Physical disability/impairment or mobility issues</p> <p style="text-align: center;">Blindness or vision impairment</p> <p style="text-align: center;">Deafness or hearing impairment</p> <p style="text-align: center;">Learning disability Learning difficulty, such as dyslexia</p> <p style="text-align: center;">Mental health condition, such as depression or schizophrenia</p> <p style="text-align: center;">Social/communication impairment such as Asperger’s syndrome/other autistic spectrum disorder</p> <p style="text-align: center;">Long term health condition, such as cancer, HIV, diabetes, chronic heart disease or epilepsy</p> <p style="text-align: center;">A disability, impairment or medical condition that is not listed above, please describe:</p> <p style="text-align: center;">.....</p> <p style="text-align: center;">Prefer not to say</p> <p>If you feel you could benefit from adjustments/changes made to help you with your activities for Care & Repair in Powys, please contact the Governance Officer who will be happy to talk to you about this.</p>
<p>Sexual Orientation:</p>	<p>How would you usually describe your sexual orientation?</p> <p style="text-align: center;">Heterosexual Lesbian/Gay Woman</p> <p style="text-align: center;">Gay Man Bisexual</p> <p style="text-align: center;">Other Prefer not to say</p>
<p>Religion:</p>	<p>What is your religion or belief?</p> <p style="text-align: center;">Christian Hindu Jewish</p> <p style="text-align: center;">Muslim Sikh Buddhist</p> <p style="text-align: center;">No religion Prefer not to say</p> <p style="text-align: center;">Any other religion or belief, please give details:</p> <p style="text-align: center;">.....</p>

The Mid-Wales Housing Group (including Mid-Wales Housing Association, Care & Repair in Powys, and EOM Electrical Contractors) has a statutory obligation, in accordance with the Housing Act 1996, to ensure that Board Members have no conflict of interest. Please state if you have any known close connection (pecuniary or otherwise) with any consultant, contractor or organisation that works for the Group.

The Mid-Wales Housing Group is only able to consider close relatives of employees as Board Members under certain circumstances. Please therefore state if you are a close relative of an employee of the Group, giving the name of the person and their relationship to you.

Data Protection Act 1998:

If you submit an application for a Board post with Care & Repair in Powys, we will record and use the information which you provide for the purpose of dealing with your application and the information will not be kept any longer than is necessary for that purpose. Personal data provided in Part One of the form will be recorded and used for the purpose of monitoring the Mid-Wales Housing Group's Single Equality Scheme and for statistical purposes. By submitting an application, you are consenting to the recording and use of the information that you supply. The Mid-Wales Housing Group does not keep information from applicants on file for the purpose of sending details of future opportunities.

I confirm that the details given in this application are correct to the best of my knowledge.

Signature: _____

Date: _____

SUPPORTING INFORMATION

Why are you interested in applying for the Board of Care & Repair in Powys?

Please list any committees or Boards on which you have served or are serving in the community or any other voluntary commitments. Please indicate your position and describe what duties or responsibilities are/were involved.

PART THREE: SKILLS AUDIT

A skills audit is a useful tool, based on individual self-assessment, that is collated to create a broad view of the collective skills distribution on a Board. As such, it provides an efficient way to easily identify strengths, weakness and gaps in skills across the Board and is useful in subsequently informing Board actions, such as recruitment, training, succession planning and the like.

This particular skills audit has been designed to indicate the areas we consider necessary for the role of CRP Board Member. Please complete the form by indicating which category most accurately describes your skill level.

Scale

The ratings below are a guide to judge your expertise or experience; they are not absolute in nature and hence please choose the description that most accurately reflects your current skills status, based on the description below.

- 5 - Very High** Professional qualification *and* over 3 years' proven practical and working experience
- 4 - High** Professional qualification *or* over 3 years' proven practical and working experience
- 3 - Medium** Good working knowledge *or* 1-2 years' proven experience
- 2 - Low** Basic understanding
- 1 - None** No understanding

The following may seem a long list, but it reflects the breadth of CRP services and remit of the Board. The skills required for the Board will vary according to the make up of the Board at any particular time.

CARE & REPAIR IN POWYS – BOARD MEMBER SKILLS AND EXPERIENCE

Please indicate below your level of skill, knowledge and/or experience of the following areas, where 1 is low and 5 is high:

SKILLS	Score (1 to 5)
1. FINANCE: Able to read and understand management accounts, evaluate risks; some ability to interrogate and challenge.	
2. BUSINESS ACUMEN: Entrepreneurial skills, able to contribute to the development of new services, to evaluate the risks and opportunities.	
3. SOCIAL CARE: An up-to-date understanding of the social care system, particularly regarding client target groups; ideally having worked with the client groups	
4. HEALTH CARE: An up-to-date understanding of the health care system particularly regarding client target groups; ideally having worked with the client groups.	
5. HOUSING/BUILDING: Local knowledge of the housing sector; a practical understanding of home adaptations.	
6. VOLUNTARY SECTOR: Local and/or Wales-wide knowledge of relevant organisations and policies.	
7. STRATEGY: Able to contribute knowledge of the Wales-wide policy initiatives from Welsh Government (WG) and policies and structure of local stakeholders.	
8. MARKETING/FUNDRAISING: Able to generate ideas, assist with engagement strategy and pro-actively seek opportunities.	
9. LAW: Legal background in relation to social care/health or building.	
10. WELSH LANGUAGE: Ability to speak Welsh.	
11. CLIENTS OR CARERS OF CLIENTS: Direct experience of the service with ability to sound out target client groups.	
12. COMMUNITY SPIRITED: Experience of working/volunteering in community groups or voluntary sector organisations.	
13. EMPATHY WITH THE NEEDS OF OLDER PEOPLE OR PEOPLE WITH DISABILITIES: Personal or professional experience in supporting the Agency's clients.	

<p>14. FLEXIBLE WITH TIME: Available for Board and Committee Meetings plus <i>ad hoc</i> time for supporting the Director and Agency through undertaking pieces of work, networking, etc.</p>	
<p>15. EMOTIONAL INTELLIGENCE: With an approachable manner towards both staff and clients and an appreciation of the issues faced by both.</p>	
<p>16. ENTHUSIASM: For knowing and understanding how the Agency works; a desire to shadow staff, meet staff and clients as part of an induction.</p>	
<p>17. AMBASSADORIAL ROLE: Promoting the Agency with stakeholders and comfortable in networking events.</p>	
<p>18. FAMILIAR WITH THE USE OF DIGITAL TECHNOLOGY: Willing to learn and use the Member's Portal and management information software.</p>	
<p>19. RISK: Not being risk averse – open to change and new ideas</p>	
<p>20. CONFIDENCE: Able to give relevant opinions in discussions</p>	
<p>21. EXPERIENCE: Of Board and committee work in any sector.</p>	
<p>22. POWYS: Knowledge of the county, its geography and demographics and an understanding of the logistical issues of delivering an equitable service.</p>	

Please list below any skills, knowledge or experience you may have which is not covered above.

SKILLS	Score (1 to 5)