**Next steps**

We really do value your interest in the role of Chair of Trustees and want to thank you in advance for expressing an interest in joining The Wilf Ward Family Trust. Please do return a copy of your most recent curriculum vitae and a personal statement (comprising no more than 3 pages) explaining why you are interested in this role and what qualities you will bring to the Trust.

Please send your CV and Personal Statement to :

**By 9am on Friday 10 August 2016**

If you have not been a Trustee of a charity before, we would strongly recommend that you read the Charity Commission’s guidance on what will be expected of you as a Trustee. You will be able to find this guidance on-line at –

<https://www.gov.uk/guidance/charity-trustee-whats-involved>

Given the importance of this role to the Trust, applicants who are considered most suitable for the role will be invited to meet with Paul McCay (Chief Executive), Tony Denness (Chair of Trustees) and two other Trustees to discuss the role and to answer any questions that you may have. This will take the form of an informal discussion, rather than a full interview.

This informal discussion will take place at Westgate House, 5 Westgate, Pickering, North Yorkshire, YO18 8BA. This is likely to take place during the week beginning 15 August 2016.

Following this process applicants who are considered as suitable candidates for the role of Chair of Trustees will be invited to attend two Board Meetings (14 October 2016 and 9 December 2016) where they can observe the business of the Trust and contribute as non-voting attendees.

Once this has taken place the applicants will be asked if they wish to continue with their application to become Chair of Trustees. If more than one applicant remains at this stage the decision to appoint will be decided by a vote undertaken by the Board of Trustees. Applicants who are unsuccessful in becoming Chair of Trustees may be asked to join the Board as a Trustee.

All new Trustees will be provided with an induction and an opportunity to meet with senior staff to discuss the aims and objectives of the Trust.