



HARMONI

people + potential

Expression of interest form for Trustee Director

Thank you for your interest in joining the Board of Harmoni. The process is straightforward.

1: First meeting with the Chair and CEO to discuss the organisation and for you to discover more to allow you to thoughtfully consider if you would like to be part of this organisation and help shape its future.

The CEO can provide corporate documents to allow you to peruse data about the organisation. This data is confidential and should be returned to the CEO in the event you do not wish to proceed at any stage in the process.

2: Should you wish to be considered for a Board Trustee position we would ask you to complete the attached expression of interest form. Please return it to the Chair or CEO who is also the Board Secretary, at your earliest convenience.

3: The Chair and CEO may then arrange a second meeting with you once you have learned more about the charity from the data pack we provide. This is to allow you to discuss directly with the Chair the contribution you believe you can make to Harmoni and the various stakeholders and to allow you to discuss the needs of Harmoni, so you can best understand how you can contribute fully.

4: Subject to a successful meeting and an agreement to proceed the Chair will bring your nomination to the Board of Directors at the next available opportunity.

Subject to the vote being positive, you will be contacted directly after that board meeting and invited to join the board, with your acceptance you will be formally appointed by letter.

Your formal ratification will be at the next AGM following the board meeting at which you are appointed, but you will be registered in Companies House and the Charity Commission for NI from the date of your acceptance of the appointment vote. A mutually agreeable time will be arranged for you to undertake induction with the CEO and Senior Team.

Sam Humphries CEO & Board Secretary

Confidential

Contact Details:

Full Name	
Address	
Landline Number	
Mobile Number	
Email Address	

Professional Experience Statement:

Qualifications:

Membership of professional bodies: (If any)

Knowledge and Skills:

Please indicate which of your skills you believe would benefit Harmoni as an organisation and ultimately our stakeholder group.

Other Service:

Please indicate if you are involved in any other form of voluntary work.

Statement:

Please provide a short statement as to why you would wish to join the Board of Director Trustees of Harmoni.

References:

Please provide the names of two people whom you would be happy for Harmoni to contact for a personal reference on your behalf.

Name		
Known in what context		
Contact details (including email address)		

Formal statements:

1: Criminal Convictions: Do you have any criminal convictions?

NO / YES (Delete as applicable)

2: Personal Statement:

Do you know of any reason which would prevent you from becoming a company director or a charity trustee?

NO / YES (Delete as applicable)

3: Conflicts of Interest:

Are you aware of any conflicts of interest which may arise from your appointment to the Board of Director Trustees for Harmoni?

NO / YES (Delete as applicable)

Self-Declaration:

I declare that the information given in this application is correct.

Signature:

Name in block capitals:

Date: