Council Chair application form

Notes on application procedure

1. Any employee of a full member institution may apply to be considered for the role of Chair or Elected Trustee if they have the written support of the authorised representative of the member institution.
2. This nomination form should be sent to Jennifer Williams, Membership & Governance Officer, Council of Deans of Health, by email ([Jennifer.Williams@cod-health.ac.uk](file:///\\uukvfs1\AssociatedOrgs\CouncilOfDeansHealth\Restricted\CoDH%20Current\NEWCO%20CoDH%20(KK)\CoDH%20NewCo%20Governance\CoDH%20NewCo%20Trustees\Jennifer.Williams@cod-health.ac.uk)). This form must be received with a copy of your current CV by **5pm, Thursday 20 February 2020.**
3. All candidates will be assessed by the Nominations and Remunerations Committee having regard to the required mix of skills and expertise, including their knowledge of the UK-wide context within which the Council, operates and the desire to promote diversity.
4. As part of the assessment process, the Nominations and Remuneration Committee may consult with members of the Governance and Finance Review groups and share applications with them.
5. The Transitional Board will elect the candidate recommended for the position of Chair by the Nominations and Remuneration Committee. If there is more than one suitable candidate, then the Transitional Board will elect the Chair from amongst the candidates put forward.
6. Applicant name
7. Job title
8. Organisation
9. Role application preference

If you are not selected for the role of Chair, please indicate whether you wish to be considered for the role of Elected Trustee. You will not be required to submit a separate application.

|  |  |
| --- | --- |
| Please indicate your preference with an X in the box below: | |
|  | I would like to be considered for the **Chair role only** |
|  | Should my application for Chair be unsuccessful, I would like to be **considered for a Trustee role** |

1. Confirmation of institutional support

If the candidate is not the the authorised representative (first named member) of their institiution, the authorised representative must comfirm their support for the candidate.

I confirm that this candidate has institutional support for this application.

Name:

Date:

Signature:

1. Skills & Experience

The Role Description & Skills Matrix outlines some of the key skills we are seeking from the Chair. Please describe below how you think your own knowledge, skills and experience would enable you to fulfill the role against each of the following categories :

* 1. Understanding of devolution and devolved matters across the UK
  2. Understanding of UK-wide healthcare sector policy
  3. Understanding of HE Sector
  4. Understanding of Nursing/ Midwifery/ AHP Education, research or practice
  5. Other experience of UK sector context
  6. Knowledge and experience of finance, audit and risk
  7. Knowledge and experience of PR/ Strategic comms
  8. Knowledge and experience of business development and fundraising
  9. Knowledge and experience of strategy formation/business planning
  10. Knowledge and experience of governance, law, regulation and compliance
  11. Knowledge and experience of non executive/charity roles
  12. Knowledge and understanding of membership organisation context

1. Supporting statement

Please state in no more than 500 words, why you are applying for the role of Chair, and why you would be suitable paying particular attention to the board attributes outlined in the skills matrix.

1. Declaration

By submitting this application, I understand that the Council has a legitimate interest to use this data to evaluate and contact me in relation to the recuitment of this role, in line with the Council’s [data and privacy policy](https://councilofdeans.org.uk/about/privacy/).

I declare that the information supplied in this application form is true and accurate to the best of my knowledge and that I am not disqualified from being a trustee under section 178 of the Charities Act 2011.

Name:

Date:

Signature:

For more information contact:

Jennifer Williams, Membership & Governance Officer, 0207 419 5520, [jennifer.williams@cod-health.ac.uk](mailto:jennifer.williams@cod-health.ac.uk)