**CHEST HEART & STROKE SCOTLAND**

**PERSONAL REFERENCE REQUEST FORM: TRUSTEE APPLICATIONS**

Please see overleaf for a personal reference request form for the position of Trustee at Chest Heart & Stroke Scotland (CHSS). Appointments to the Board include receipt of satisfactory references. Please return to:

Kath Dorman-Jackson or trustee.recruitment@chss.org.uk

CHSS

Third Floor, Rosebery House

9 Haymarket Terrace

Edinburgh

EH12 5EZ

Everyone has the right to live life to the full. After a diagnosis of a chest or heart condition or a stroke, many people experience fear and isolation and struggle with the impact on their lives. CHSS won’t stand for that. The care and support we deliver every day ensures everyone can live the life they want to. Our vision: welcome to a Scotland where people with our conditions can live their lives well. Full lives, with the right support, at the right time and in the right place. A place where you can shape your future and live the life you want to lead. Our mission: welcome to a community where people can support each other, secure the expert help they need and collectively advocate for the care that matters to them. Welcome to the charity that never underestimates the power of a cup of tea, a conversation started, a recovery begun.

<https://www.chss.org.uk/>

<https://www.chss.org.uk/no-life-half-lived/>

LINK TO APPLICATION PAGES

We are looking for outstanding individuals motivated by and committed to ensuring No Life Half Lived for people with our conditions, their families & friends; outstanding individuals who are excited by the scale and challenge of our strategic ambition. Applicants should:

* Have knowledge of CHSS and/or interest in chest, heart and stroke condition
* Have a strong track record of achievement in their chosen field
* Have excellent communication skills
* Have analytical, audit & risk assessment and strategic planning knowledge and skills
* Have the ability to work effectively in a group, contributing to discussions and challenging constructively
* Be prepared to share knowledge, experience and expertise
* Be prepared to facilitate access to useful contacts in other organisations
* Have knowledge of finance, including charity accounting
* Have knowledge of third sector governance

A priority is to increase the diversity of skills, knowledge and experience on the Board so we more closely reflect the communities we work with and are opened up to new perspectives. We hope to receive applications from a wide range of talented people irrespective of their religion or belief, gender, age, gender identity, disability, sexual orientation, ethnic origin, political belief, relationship status or caring responsibilities. We have recently undergone a governance review and whilst all applications are appreciated, we particularly welcome submissions from groups currently under-represented on our Board: people with lived experience of our conditions; women; people from Black & Minority Ethnic backgrounds; people under fifty; people with disabilities.

**CHEST HEART & STROKE SCOTLAND**

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**Applicant:**

**Referee:**

|  |  |
| --- | --- |
| How long have you known this person? |  |
| In what capacity? |  |

**Please give your views on the applicant relating to the following areas:**

|  |
| --- |
| 1. General character |

**While we appreciate no single Trustee can have all of these, we are particularly interested in applications from individuals with the following backgrounds, skills, knowledge & experience:**

* **Lived experience of our conditions**
* **Business & commercial development**
* **Health & safety**
* **Health & social care**
* **Income generation, fundraising & retail development**
* **Legal**
* **Marketing & public relations**
* **Safeguarding**
* **Volunteer recruitment and support**

**Where applicable, please give your views on the applicant’s backgrounds, skills, knowledge & experience in these categories:**

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| 2. Lived experience of our conditions |

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| --- |
| 3. Business & commercial development |

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| 4. Health & safety |
| 5. Health & social care |

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| --- |
| 6. Income generation, fundraising and retail |

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| --- |
| 7. Legal |

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| --- |
| 8. Marketing & public relations |

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| 9. Safeguarding  |

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| 10. Volunteer recruitment & support |

**If there is any other information you wold like to give or comment you would like to make, please use the box below:**

|  |
| --- |
| 11. Any other information/comment |

|  |
| --- |
| **Referee contact details** |
| Address |  |
| Telephone |  |
| e-mail |  |

|  |  |
| --- | --- |
| Signed: | Date: |