



The **EQUALITY AND INCLUSION PARTNERSHIP (EQuIP)** is a new charitable organisation with a vision of a place where everyone embraces difference and diversity, ensures opportunity, eradicates inequality of treatment and operates in a fair environment for all.

EQuIP objectives are:

The promotion of equality and diversity for the public benefit by:

- a) The elimination of discrimination on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, gender, sexual orientation;
- b) Advancing education and raising awareness in equality and diversity;
- c) Promoting activities to foster good relations between people of diverse backgrounds;
- d) Conducting or commissioning research on equality and diversity issues and publishing the results to the public;
- e) Advancing equality and diversity of opportunity for all.

We are advertising for new trustees to join our Board in 2018 and are looking for vibrant, enthusiastic individuals with experience in any of the following key fields:

Equality and diversity

Legal experience

Fundraising

IT and social media

Change management

Community engagement

Monitoring and evaluation

Recruitment and HR

Training and development

Safeguarding

We are particularly keen to recruit new trustees with experience and knowledge of tackling discrimination in the 9 protected characteristics of the Equality Act 2010; *age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, gender, sexual orientation.*

Our first priorities are to:

1. Identify and eradicate equality issues affecting local communities
2. Continue to work with partners who are committed to tackling inequality in all shapes and forms, and actively engage with regional and national organisations to work towards the elimination of inequalities and promote social justice and social inclusion.

Equality and Inclusion Partnership (EQuIP) is registered as a CIO 1169436

**Registered Office: Room 127, Morgan Conference Suite, Warwickshire College, Technology Drive,
Rugby, Warwickshire CV21 1AR Tel: 01788 863117**

Website: www.equipequality.org.uk Email: advice@equipequality.org.uk

3. Promote equality of opportunity and good relations between people, particularly within the county of Warwickshire, and with whom and wherever we work
4. Provide information, advice and support to people to tackle discrimination and inequality
5. Provide training, education and development to individuals and groups to avert the potential of discrimination.

EQuIP is a registered Charitable Incorporated Organisation (CIO) registered with the Charity Commission Number 1169436 on 30 September 2016. It currently has 8 trustees.

The key essential roles of the Board are to:

1. Set and maintain vision, mission and values
2. Develop strategy
3. Establish and monitor policies including guidance for staff, systems for monitoring and reporting, an ethical framework for everyone connected EQuIP and conduct of trustees and board business
4. Set up employment procedures including recruitment, support, appraisal, remuneration and discipline and a wider role supporting volunteers.
5. Ensure compliance with the governing document
6. Ensure accountability to the Charities Commission, HMRC, donors, beneficiaries, and the general public
7. Ensure compliance with the law
8. Maintain proper fiscal oversight
9. Select, manage and support the Chief Executive
10. Respect the role of staff
11. Maintain effective board performance
12. Promote EQuIP

Meetings are usually held every 2 months in the evenings at a range of different venues across the County. There are also 4 sub committees including Finance, Employment, Fundraising and Community Insight & Marketing. We undertake annual elections for the roles of Chair, Vice Chair and Treasurer who have a number of additional responsibilities.

The post of trustee is unpaid but reasonable travel expenses will be paid.

If you think you have the skills we need to join us and want to be part of a developing equalities organisation, then please complete the following application form and return it to: **Claire Edwards, EQuIP, Room 127, Morgan Conference Suite, Warwickshire College, Technology Drive, Rugby CV21 1AR** or email: claire@equipequality.org.uk or for a confidential chat please ring Junaid Hussain on 01788 863117.

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Trustee Application Form

Name:

Address:

Contact No:

Email:

1. Please list the main reason(s) you would like to join EQuIP

2. Do you have any experience as a trustee? Please list all previous and current board trustee roles:

3. Do you have any relevant qualifications/experiences that we are seeking?

4. Which sub-committee would you wish to join?

Finance		Employment		Fundraising		Community Insight & marketing	
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5. What skills / knowledge do you have which may be of benefit to EQuIP and the local community of Warwickshire

6. Can you read, speak or write any other languages? Please list them.

7. Would you be willing to attend meetings on behalf of EQuIP? YES/NO

Please advise your availability to attend meetings? (dates/ times of day/ weekends/ etc.

References

Do you have the names and contact details of any 2 people willing to act as a personal reference should EQuIP want to contact them?

1.

2.

Date form completed: _____ Signature: _____

MONITORING FORM

EQuIP is an equal opportunities organisation. We aim to ensure the fair and equitable treatment of all individuals that we work with and to meet the requirements of equal opportunities legislation. We practice equality of opportunity in our recruitment and select the best person for the role. The information on this page is used for monitoring purposes only, it will be removed from your application when received and will not be used in the selection process. By completing this form, you are consenting to the use of this information for monitoring purposes.

Ethnic origin

Ethnic origin questions are not about nationality, place of birth or citizenship. They are about broad ethnic group. UK citizens can belong to any of the following groups indicated. Please show which group best describes you by ticking all the appropriate boxes in each section below:

White: British Irish Other please describe

Mixed: White White & Black White & Black Other Mixed
 and Asian African Caribbean

Asian Asian British Bangladeshi Indian Pakistani
 Other: please describe

Black Black British African Caribbean Other: please describe:

Other categories: Chinese Eastern European (Please specify):
 Not disclosed

Other backgrounds: Traveller Gypsy Other please specify

What is your Gender? _____ (Please state)

What is your Sexual Orientation? _____

Age Under 20 years 20 – 29 years 30 – 39 years
 40 – 49 years 50 – 59 years Over 60 years

Religion Please specify _____
 No religion Not disclosed

Disability Do you have a disability? Yes No

Where did you see this post advertised? _____ Date: _____