

# WECOCK FARM BIG LOCAL PARTNERSHIP BOARD APPLICATION FORM

## Expectation of WeBigLocal Partnership Board Member

Partnership members will be expected to support the activities of WeBigLocal and to take part following the partnership's terms of reference. Partnership board members should be able to demonstrate the following:

### Attitude and Approach

- Ability to relate to a broad section of the local community and act as a local champion
- Demonstrate an understanding of and commitment to the aims of WeBigLocal
- Committed to equal opportunities and inclusion.
- Enthusiastic and friendly with a good sense of humour.
- Open to working in partnership and participating as an active member of the team.
- A "can do" attitude to problem solving and ensuring that solutions have local support.
- Willing to work in teams and an ability to work well with groups.
- Able to communicate and report progress effectively.
- Acts in a mature and responsible manner.
- Ability to deal with potentially stressful situations.
- Flexible and adaptable.
- An understanding of the importance of confidentiality.
- Attend monthly board meetings and take an interest and / or lead role in subgroup activity and / or a project based activity

### Knowledge and Experience

- A working knowledge of the WeBigLocal area.
- Knowledge of the local communities and organisations within WeBigLocal
- Experience of working with the public.
- Reliable, with good time management skills.

In addition, non-residents of WeBigLocal should be:

- Able to demonstrate knowledge and expertise relevant to WeBigLocal and illustrate how it can be positively applied.

### Principles & Conduct

WeBigLocal Partnership members should follow the Code of Conduct as defined in Appendix 1 of the Terms of Reference.

**SURNAME:**

**FIRST NAME:**

**PREFERRED NAME:**

**HOME TELEPHONE NO:**

**MOBILE TELEPHONE NO:**

**WORK TELEPHONE NO:**

**EMAIL:**

**ADDRESS:**

**HOW DID YOU HEAR ABOUT THIS POSITION?**

**WHAT SKILLS AND EXPERIENCE WILL YOU BRING TO THIS POSITION?**

**EQUALITY AND DIVERSITY**

The following information is designed to assist in monitoring, not selection, and we would be grateful if you could complete this section to ensure that our records can be maintained accurately.

**PERSONAL DETAILS**

|                                    |             |
|------------------------------------|-------------|
| <b>Full Name:</b>                  |             |
| <b>Date of Birth:</b>              | <b>Age:</b> |
| <b>Male/Female (please circle)</b> |             |

**ETHNIC ORIGIN (please tick wherever is appropriate)**

|                         |                                    | <input type="checkbox"/> |                               |                                              | <input type="checkbox"/> |
|-------------------------|------------------------------------|--------------------------|-------------------------------|----------------------------------------------|--------------------------|
| <b>White</b>            | <b>British</b>                     | <input type="checkbox"/> | <b>Asian or Asian British</b> | <b>Indian</b>                                | <input type="checkbox"/> |
|                         | <b>Irish</b>                       | <input type="checkbox"/> |                               | <b>Pakistani</b>                             | <input type="checkbox"/> |
|                         | <b>White Other</b>                 | <input type="checkbox"/> |                               | <b>Bangladeshi</b>                           | <input type="checkbox"/> |
| <b>Mixed Race</b>       | <b>White &amp; Black Caribbean</b> | <input type="checkbox"/> | <b>Black or Black British</b> | <b>Asian Other</b>                           | <input type="checkbox"/> |
|                         | <b>White &amp; Black African</b>   | <input type="checkbox"/> |                               | <b>Caribbean</b>                             | <input type="checkbox"/> |
|                         | <b>White &amp; Asian</b>           | <input type="checkbox"/> |                               | <b>African</b>                               | <input type="checkbox"/> |
|                         | <b>Mixed Race Other</b>            | <input type="checkbox"/> |                               | <b>Black Other</b>                           | <input type="checkbox"/> |
| <b>Chinese or Other</b> | <b>Chinese</b>                     | <input type="checkbox"/> | <b>Declined</b>               | <b>I decline to provide this information</b> | <input type="checkbox"/> |
|                         | <b>Other</b>                       | <input type="checkbox"/> |                               |                                              | <input type="checkbox"/> |

**DISABILITY**

**It is our policy to actively encourage applications from people with disabilities. All applicants will be considered only on their abilities.**

**Do you consider yourself to have a disability?**

Yes:             No           

**If yes, are there any adjustments we can assist you with?**

**What level of skills/knowledge do you have in the following areas (please put a tick in the relevant box)**

## Section 1: Programme and Partnership Skills

|                                                                          | None | Some | A lot | Would like to learn more | Could help teach others |
|--------------------------------------------------------------------------|------|------|-------|--------------------------|-------------------------|
| Working on the project to improve your local community                   |      |      |       |                          |                         |
| Big Local                                                                |      |      |       |                          |                         |
| Applying for funding                                                     |      |      |       |                          |                         |
| Developing community projects                                            |      |      |       |                          |                         |
| Project management                                                       |      |      |       |                          |                         |
| Doing consultation with resident groups                                  |      |      |       |                          |                         |
| Managing consultation processes                                          |      |      |       |                          |                         |
| Equality and diversity                                                   |      |      |       |                          |                         |
| Working in partnership (with councils, police, housing associations etc) |      |      |       |                          |                         |
| Knowledge of how the local council works                                 |      |      |       |                          |                         |
| Marketing and PR                                                         |      |      |       |                          |                         |
| Knowledge of local community                                             |      |      |       |                          |                         |
| Knowledge of voluntary sector                                            |      |      |       |                          |                         |
| Monitoring and evaluation                                                |      |      |       |                          |                         |
| Health and wellbeing                                                     |      |      |       |                          |                         |
| Education and Youth                                                      |      |      |       |                          |                         |
| Employment                                                               |      |      |       |                          |                         |
| Personal finance                                                         |      |      |       |                          |                         |
| Equality and diversity issues                                            |      |      |       |                          |                         |

## **Section 2: Meeting Skills**

What level of skills/knowledge do you have in the following areas  
(please put a tick in the relevant box)

|                                                                   | None | Some | A lot | Would like to learn more | Could help teach others |
|-------------------------------------------------------------------|------|------|-------|--------------------------|-------------------------|
| Chairing meetings                                                 |      |      |       |                          |                         |
| Providing secretarial duties e.g. taking minutes, writing reports |      |      |       |                          |                         |
| Role of Treasurer                                                 |      |      |       |                          |                         |
| Speaking in public                                                |      |      |       |                          |                         |
| Setting agendas                                                   |      |      |       |                          |                         |
| Minute taking                                                     |      |      |       |                          |                         |
| Giving your opinions                                              |      |      |       |                          |                         |
| Conflict resolution                                               |      |      |       |                          |                         |
| Writing reports                                                   |      |      |       |                          |                         |

## **Section 3: Particular Interest / Considerations**

What do you think you could particularly contribute to the process of developing and delivering the WeBigLocal Community Plan?

Is there anything else the Partnership needs to consider to support you as a member of the WeBigLocal Partnership?

Is there anything that would make things easier for you? e.g. different venues, times or length of meetings, help with getting to meetings etc?

Please return application form by 18<sup>th</sup> May 2014 to the WeBigLocal office at the Acorn Centre, Wecock Farm, Waterloo, PO8 9UB or email to [info@biglocal.com](mailto:info@biglocal.com). Any questions please call Michelle 07799 903625 or Caroline 07548 502 578.