This Candidate Statement and your photograph will be published on the Cochrane Community website if you are appointed. For this reason, this Candidate Statement document template must be used; and full addresses, email addresses and/or unencrypted e-signatures excluded.

Please submit this Appointed Member Candidate Statement in Word format by the stated deadline.

|  |  |
| --- | --- |
| Family name (surname):  |  |
| First name(s):  |  |
| Today’s date:  |  |
| Your current country of residence): |  |

You may expand the boxes in providing your answers to the questions below:

|  |
| --- |
| 1. What are your reasons for wanting to become an appointed member of the Cochrane Governing Board? |
|  |
| 2. What experience do you have serving as a member of a governing board, board of directors or similar? This might be within a non-for-profit or charitable organization, or a hospital or University. Please include the name(s) of the organization(s), the roles you played and other relevant information (maximum 200 words). |
|  |
| 3. Acting as a Board member requires a collaborative approach to decision-making, setting aside personal opinions and group affiliations and acting in the best interests of the charity. Please describe how you would fulfil this obligation, using examples from previous committee or other work (maximum 200 words). |
|  |
| 4. What do you think would make you an effective member of the Board (maximum 200 words)? |
|  |
| **Questions 5-10: Specific Skills** To function optimally the Governing Board requires a range of experiences, knowledge and expertise amongst its membership. We cannot expect any single Governing Board member to have all the necessary skills and experience. We are looking for diversity. We do not expect you to answer “yes” to more than one or two of these questions. If you do answer “yes”, please provide at least one example which best demonstrates your experience or expertise. You may wish to include: * A description of the situation and the context
* What you did
* What skills and knowledge you deployed
* The outcome and your personal contribution
 |
| 5. Do you have experience in the field of publishing?Yes or No? If Yes, please provide details and examples below (maximum 200 words). |
|  |
| 6. Do you have experience of fundraising & development?Yes or No? If Yes, please provide details and examples below (maximum 200 words). |
|  |
| 7. Do you have experience of advocating for evidence?Yes or No? If Yes, please provide details and examples below (maximum 200 words). |
|  |
| 8. Do you have experience of organizational finance and resource management?Yes or No? If Yes, please provide details and examples below (maximum 200 words). |
|  |
| 9. Do you have experience of organizational development?Yes or No? If Yes, please provide details and examples below (maximum 200 words). |
|  |
| 10. Do you have experience of charity governance (in any charitable organization around the world)?Yes or No? If Yes, please provide details and examples below (maximum 200 words). |
|  |
| 11. Is there anything else you would like to say in support of your nomination? |
|  |

Declarations:

To be eligible to stand for election, candidates must confirm the following by putting a ‘tick’ (✓) or their initials in the boxes below:

I hereby confirm that I:

|  |  |
| --- | --- |
| 1. Have read the following guidance produced by the [National Council for Voluntary Organisations](https://www.ncvo.org.uk/accessible-guides) in the UK:
* **What is a charity**
* **What is a charity trustee**
* **What trustees must do**
* **How trustees look after the charity**
 |  |
| 1. Accept the [Governing Board Charter](https://community.cochrane.org/organizational-info/people/governing-board/governing-board-charter)
 |  |
| 1. Accept and will adhere to the [Code of Conduct for Trustees](https://community.cochrane.org/organizational-info/people/governing-board/membership/code-conduct-trustees)
 |  |
| 1. Have completed the Cochrane ‘Declaration of Interest’ Statement (Annex 1 of this document)
 |  |
| 1. Have completed the ‘Trustee Eligibility Declaration’ required by the [UK Charity Commission for all Trustees](https://www.gov.uk/government/publications/the-essential-trustee-what-you-need-to-know-cc3) (Annex 2 of this document)
 |  |
|  NAME: |
| DATE:  |

Annex 1: Cochrane declaration of Interest Statement

Candidates must make a declaration of conflict of interest, including financial or non-financial relationships with other organizations, professional relationships to other members of the Board, and other Boards she/he may sit on. In writing this statement, candidates should refer to Cochrane’s [conflict of interest policy](http://community.cochrane.org/organizational-info/resources/policies/conflict-interest-policy-cochrane-groups) and the [declarations of existing members of the Board](http://community.cochrane.org/organizational-info/people/conflict-interest/board).

Please answer the following questions:

|  |  |
| --- | --- |
| 1. **Financial interests**

**In the last 10 years, have you:** | **Yes/No (If yes, please provide details)**  |
| a) Received research funding: any grant, contract or gift, commissioned research, or fellowship from Cochrane or a related organization (i.e. any organization related to health care or medical research)? |  |
| b) Had paid consultancies: any paid work, consulting fees (in cash or kind) from a related organization? |  |
| c) Received honoraria: one-time payments (in cash or kind) from a related organization? |  |
| d) Served as a director, officer, partner, trustee, employee or held a position of management with a related organization? |  |
| e) Possessed share-holdings, stock, stock options, equity with a related organization (excludes mutual funds or similar arrangements where the individual has no control over the selection of the shares)? |  |
| f) Received personal gifts from a related organization? |  |
| g) Had an outstanding loan with a related organization?  |  |
| h) Received royalty payments from a related organization? |  |
| 1. **Do you have any other competing interests that could pose a conflict of interest that would reasonably appear to be related to the primary interest?**
 |  |

Annex 2: Trustee Eligibility Declaration

*As required by the* [*UK Charity Commission*](https://www.gov.uk/government/organisations/charity-commission)

Please tick or initial in the boxes below to confirm the following:

**I declare that I:**

|  |  |
| --- | --- |
| Am willing to act as a trustee of The Cochrane Collaboration |  |
| Understand Cochrane’s purposes (objects) and rules set out in its [Articles of Association](https://www.cochrane.org/sites/default/files/public/uploads/cochrane_-_articles_of_association_-_final_and_approved_-_october_2016.pdf) |  |
| Am not prevented from acting as a trustee because I:* Have an unspent conviction for one or more of the offences [listed here](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/731084/010818_Disqualification_Reasons_Table_v2.pdf)
* Have an Individual Voluntary Arrangement, debt relief order and/or a bankruptcy order
* Have been removed as a trustee in England, Scotland or Wales (by the Charity Commission or Office of the Scottish Charity Regulator)
* Have been removed from being in the management or control of any organization in Scotland (under relevant legislation)
* Have been disqualified by the Charity Commission
* Am a disqualified company director
* Am a designated person for the purposes of anti-terrorism legislation
* Am on the sex offenders register or equivalent in any country
* Have been found in contempt of court for making (or causing to be made) a false statement
* Have been found guilty of disobedience to an order or direction of the Charity Commission
 |  |
| Will provide true, complete and correct information to the Charity Commission if elected as a Board member |  |
| Understand that it’s an offence under section 60(1)(b) of the Charities Act 2011 to knowingly or recklessly provide false or misleading information |  |
| Comply with my responsibilities as a trustee that are set out in the [Charity Commission guidance ‘The essential trustee (CC3)’](https://www.gov.uk/government/publications/the-essential-trustee-what-you-need-to-know-cc3) |  |