



Knowledge / Skills / Experience Questionnaire for Council and Management members

Issue 4	09.07.2018
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Introduction

To operate effectively and within Charity Commission guidelines those involved in advising and managing the Association need collectively to have a variety of knowledge, skills, experience and attributes.

Completion of this questionnaire will help ensure that this is achieved and maintained and will also help identify any significant gaps and related training, development and / or recruitment needs.

Note: Information will be processed, stored and used in accordance with GDPR (data protection) requirements and principles. For details see 'BHSEA Data Protection Policy and Arrangements'.

Name		Tel.		Mobile	
Current role		Current employer			

Topics ↓	Knowledge / Skills / Experience Low / Medium / High →	L	M	H	Further information including note of previous roles where relevant
A. Management / Organisation					
1. General management					
2. Chairing / leading / facilitating					
3. Planning / project or change management					
4. Governance					
B. Professional / specialist / other					
5. Law					
6. Accounting / bookkeeping					
7. Insurance					
8. IT					
9. Social networking					
10. Human Resources					
11. Marketing / PR					
12. Training / presenting / event organisation					
C. Health, Safety and Environment					
13. Enforcement role					
14. Corporate directing / managing role					
15. Direct involvement with SME(s)					
16. H&S/E/Risk in practice – 'hands on'					
D. Other charities or organisations you are or have been involved with or are a member of:					
E. Additional information including particular interests or anything else of possible value to BHSEA:					

Signature Date