**37th World Conference**

**Uganda, July 2020**

**World Conference Planning & Service Team Application Form**

**Please indicate which position in the Planning & Service Team you are applying for:**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Conference Chair  |  |  Procedural Team Coordinator |  |  Procedural Team Member |  |

**Your details**

|  |  |
| --- | --- |
| Name  |  |
| Member Organisation |  |
| Contact details | Postal address for correspondence |  |
| Main email address  |  |
| Main telephone number  |  |
| Skype |  |
| Date of birth |  |

**Personal Statement**

In the box below, please describe in three hundred (300) words or less, why you would like to be considered for this role?

|  |
| --- |
|  |

**Skills, experience, personal abilities and attributes**

Please describe, in three hundred (300) words or less, your skills, experience, personal abilities and attributes relevant to this role *(please see the enclosed Terms of Reference for further details of the skills, experience, personal abilities and attributes required for each role)*

|  |
| --- |
|  |

**Language Skills**

Please indicate your language skills using the following key:

1: mother tongue; 2: fluent; 3: intermediate; 4: elementary/basic

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ***Language*** | ***Writing*** | ***Speaking*** | ***Understanding*** | ***Reading*** |
| English  |  |  |  |  |
| Spanish |  |  |  |  |
| French |  |  |  |  |
| Arabic |  |  |  |  |
| Others (please list) |  |  |  |  |

**Voluntary and professional appointments**

Please give details below of any past and current positions that you have held within a Member Organisation, Regional, WAGGGS, professional or business appointments.

|  |  |  |
| --- | --- | --- |
|  | **Current positions held** ***(please give date started)*** | **Previous positions held** ***(please give dates)*** |
| Member Organisation  |  |  |
| Regional level |  |  |
| World Association of Girl Guides & Girl Scouts (WAGGGS) |  |  |
| Other voluntary positions  |  |  |
| Professional/business appointments  |  |  |

**Participation in events**

Please give details, with dates where possible, of any relevant events that you have participated in within a Member Organisation or WAGGGS.

|  |  |
| --- | --- |
| Member Organisation events |  |
| Regional level events |  |
| World Association of Girl Guides & Girl Scouts (WAGGGS) events  |  |
| Other events  |  |

**Endorsement by Member Organisation**

By signing below, I confirm – on behalf of my Member Organisation - that I have read the Terms of Reference in full and believe this volunteer fits the profile described, and has the capabilities required to serve on the World Conference Planning & Service Team.

|  |  |
| --- | --- |
| Name  |  |
| Member Organisation |  |
| Position held in MO |  |
| Signed *(electronic signature/scan is acceptable)*  |  |
| Date |  |

Please complete and return this form via email or post, to:

**Email:** governance@wagggs.org

**Post:** Governance Team, WAGGGS World Bureau, Olave Centre, 12c Lyndhurst Road, London, NW3 5PQ, United Kingdom

**This should arrive no later than 23:59 (UTC) on Monday 26 August 2019**. Forms received after this time will not be considered.

**Privacy notice**

Please note that the personal information provided as part of this nomination form will be used only for the purposes of processing your application and will be handled by WAGGGS in accordance with UK data protection regulations. Information will be securely stored by WAGGGS in both manual and electronic forms. This information will only be accessible to, and shared with, members of World Bureau staff, members of the Governance Committee, and members of the World Board. Information will be kept for a maximum period of one year after which it will be destroyed. If you have any questions about this please email governance@wagggs.org