

Charitable Incorporated Organisation (the “CIO”)

## **The Chartered Institute of Management Accountants’ Benevolent Fund**

### Charity Objects

The objects of the CIO are the relief of necessitous persons who are or have been members of The Chartered Institute of Management Accountants (“CIMA”), or any predecessor body, and of necessitous persons connected by ties of relationship or dependency at any time with persons who are or at any time were such members.

### Trustee Responsibilities

The Trustees shall manage the affairs of the CIO and may for that purpose exercise all the powers of the CIO. It is the duty of each Trustee:

1. to exercise his or her powers and to perform his or her functions in his or her capacity as a Trustee of the CIO in the way he or she decides in good faith would be most likely to further the purposes of the CIO; and
2. to exercise, in the performance of those functions, such care and skill as is reasonable in the circumstances having regard in particular to:
  - a. any special knowledge or experience that he or she has or holds himself or herself out as having; and
  - b. if he or she acts as a Trustee of the CIO in the course of a business or profession, to any special knowledge or experience that it is reasonable to expect of a person acting in the course of that kind of business or profession.

### Eligibility for Trusteeship

3. Every Trustee must be a natural person.
4. No individual may be appointed as a Trustee of the CIO:
  - a. if he or she is under the age of 16 years old; or
  - b. if he or she is disqualified from acting as a Trustee by virtue of sections 178-180 of the Charities Act 2011 (or any statutory re-enactment or modification of that provision).
5. No one is entitled to act as a Trustee whether on appointment or on any re-appointment until he or she has expressly acknowledged, in whatever way the Trustees may decide, his or her acceptance of the office of Trustee.
6. At least one of the Trustees of the CIO must be 18 years of age or over. If there is no Trustee aged at least 18 years, the remaining Trustees may only act to call a meeting of the Trustees or appoint a new Trustee.

### Appointments

7. There should be no more or less than 9 Trustees, 2 of which must be Independent Trustees.
8. Apart from the first Trustees\*, every Trustee must be appointed for a term of 24 months, with potential to serve no more than 3 terms or six consecutive years.
  - a. Traditional term year to begin in July and end in June 24 months later.
9. In selecting individuals for appointment, the Trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO.

\*The first Board of Trustees will have staggered term limits to support the growth of the Board and Fund. Six open positions are available for terms of 17- or 29- months. Subsequent terms will be 24 months if re-appointed.



**Demographic Details**

Prefix	Mr / Mrs / Miss / Ms / Other
Full Name	
Preferred Name	
Membership number (if CIMA member)	
Ethnicity	
Contact Email	
Contact Phone	
Physical Address	

**Employment Details**

	Current	Past
Employer/Industry		
Job Title		
Date of Employment		
Roles and Responsibilities		

**Volunteer Roles**

	Current	Past
Committee/Other Organisation		
Date of Service		
Roles and Responsibilities		

**Other Relative Experience**

Organisation		
Date of Service		
Roles and Responsibilities		

**Reference(s)**

Full Name			
Relationship			
Contact Email			
Contact Phone			

## Questionnaire

How did you first hear about the CIMA Benevolent Fund?

Have you previously served on the CIMA Benevolent Fund Committee? If yes, which years?

Why are you interested in serving on the CIMA Benevolent Fund Board of Trustees?

What skillsets do you have that you believe would bring value to this Board?

What do you envision for the future of the CIMA Benevolent Fund?

Preference for 17- or 29-month term, beginning February 2022? \_\_\_\_\_

Desire to serve as future Chair or Vice Chair? \_\_\_\_\_

## Submission Instructions

Please complete application truthfully and thoroughly. If additional space is needed, you may include additional pages. Once complete, please send to the Fund Administrators at [benevolent.fund@aicpa-cima.com](mailto:benevolent.fund@aicpa-cima.com), no later than **7 January 2022**.

Appointments will be announced the first week of February 2022. Onboarding and Training to be scheduled later that month.