

BOARD SKILLS AUDIT FORM Template



Board Skills Audit Form	1 qualification/experience at a senior level 2 some knowledge/experience 3 little or no knowledge 4 would like information/training						
Work in the Third Sector:	1		2		3		4
Policy and research							
Education and training							
Community development							
Health/mental health							
Disability issues							
Housing							
Regeneration							
Youth work							
Minority Groups							
Advice provision							
Library and information services							
Networks and forums							
Partnership working							
Operating environment:							
Voluntary sector							
Public sector							
Social/political environment							
Community Work							
Equal opportunities and diversity							
Human rights							
Governance and regulation							
Leadership:							
Strategic planning							
Project management							
Operational management							
Facilitating meetings							
Financial management							
HR/Training							
Business Development							
Funders and fundraising							
Marketing							
PR, networking, campaigning							
ICT strategy							

Monitoring and evaluation							
Quality assurance systems							
Employment law and practice/legal							
Conflict resolution							

Board Capacity Audit Form

Please indicate the number of hours per week/month you will normally be able to spend volunteering as a trustee.

Please indicate the days/times you are usually available for face to face/online meetings.

	Morning	Afternoon	Evening
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			

Is there a specific area of work that you are interested in being involved in with our organisations?
