

Private & Confidential

June 2025

Application for the Director / Trustee of Routes to Work Limited

Dear Candidate,

Congratulations, you have taken the first step to being part of Routes to Work Ltd and contributing to the transformation of many lives through our innovative and award winning services.

To assist you with your recruitment journey with us, you will find all the documents relating to the Director / Trustee role on our website for downloading and reviewing:

1. Director Application Information
2. Trustee Role Description
3. Job Applicant Data Policy
4. Trustee code of conduct – For information only – not to be returned.

To apply for this exciting and responsible role, you should submit your **CV, Cover letter (No more than 2 sides of A4 with Font Size 12)** and **Job Applicant Data Policy Form** to our Chief Executive at kclark@routestowork.co.uk.

We want to be able to get to know you therefore, your cover letter should address the following 3 key questions.

1. What is your interest in becoming a Trustee/Director?
2. What contribution do you believe you can make to the development of our company/charity?
3. How do you align with RTW values

Therefore, in order to apply for the role, you must submit your **CV, Cover Letter & Job Applicant Policy** and return them to me, at kclark@routestowork.co.uk by **noon on Monday 16th June 2025**.

Late applications will not be considered.

Yours faithfully

Kate Clark
Chief Executive