

PARENT REPRESENTATIVE

Job Description

MAIN PURPOSE

To ensure that parents and carers of children with additional needs are fully engaged and involved in strategic planning and service developments related to Children and Young People with a disability or additional needs in Suffolk.

SUMMARY OF RESPONSIBILITIES AND DUTIES

1. The role of parent representatives (reps) is to inform decision makers about the experiences of parents and to ensure that parents' views are fed into decisions about children's services at an operational or strategic level. Through this process parents and professionals reach a common understanding and their combined information and perspectives result in joint planning that leads to more effective services.

SKILLS & QUALITIES

- Ability to represent all parents
- Knowledge of the issues facing disabled children & their families
- Available to attend meetings
- Good communication skills being able to share and listen to opinions and ideas
- Excellent, friendly communication, mediation and negotiation skills for working with families and professionals at all levels.

Experience & Understanding

- Parent or Carer of a child with a disability or additional needs
- The needs of disabled children and their families.

Benefits

- Ongoing Training & Support
- A chance to make a difference
- Expenses for your time and travel will be paid

**For further information please contact Jo Hammond on 01473 345400
or e-mail at joanna@spcn.org.uk**