



JOIN THE 'OUR VOICE' MANAGEMENT TEAM

Do you have a couple of hours a week to spare to
VOLUNTEER your time as a member of the Our
Voice team?

Do you want to do something to really make a difference to the
lives of Enfield families who have children with a disability or
Special Educational Need?

If the answer is YES, please let us know!!

Our work is growing we grow and want to do more. Therefore, we now need more
volunteer parents/carers and young people to join our management team and help us
move things forward...

Are you able to join our management team?

- Come along to our management team meetings about once a month during term-time (usually we have two morning meetings and one evening meeting or videoconference).
- Provide your views and opinions on services, processes, and documentation as well as ideas for solutions (during meetings and by email) and gather views from other parents.
- Pass on or receive information to/from your own network of other parents/carers (online/digital or face to face)
- Help out at Our Voice events such as family fun days and parties and our annual Parents' Conference
- Attend meetings (in person or online) on behalf of Our Voice with the Local Authority, Health services and other local organisations, to represent the views of parents and carers.
- Attend parent coffee morning sessions to tell other parents and carers about Our Voice and provide advice or signposting.
- Help with ad-hoc tasks as needed.

We will provide support, appropriate. There is flexibility focus on those things that you are most interested in.



training and work-shadowing as within these tasks so you can

Your skills:

- A good communicator, able to understand and represent a cross-section of families' views in an objective and diplomatic way
- Use of initiative will be invaluable as well as a "positive can do" approach
- Able to represent our organisation in a confident and professional manner at meetings
- Most importantly, you will need to demonstrate a calm, logical, diplomatic and collaborative manner when dealing with everyone you meet

Other useful skills and experience:

- We particularly need new team members who have children of primary school and pre-school age, as these age groups are currently under-represented on our team
- Knowledge of additional languages/BSL/Braille/Easy Read would be useful

What's in it for you?

- You'll have an opportunity to gain valuable experience to add to your CV
- You'll be able to widen your own network of support and build friendships with the team
- You'll know what's going on and gain a good understanding of what's available locally
- You'll be able to volunteer and do the hours that suit you
- You'll be able to feel that you are "contributing" and helping others
- When you attend meetings on our behalf you can claim a remuneration payment and expenses (both must be agreed in advance and in accordance with our policy).

Want to find out more? Call 07516662315 (Khilna) or 07847 452381 (Jackie) to discuss or email info@ourvoiceenfield.org.uk with any questions.

If you would like to apply please send us your contact details, why you'd like to volunteer and what skills you could bring to the role, in no more than 300 words.

(If you have a CV available, please also attach this but don't worry if you don't!)

Our Voice is committed to ensuring that volunteers are not unfairly discriminated against on the grounds of their gender, race (including colour, nationality and ethnic or national origins), age, disability, pregnancy and maternity, responsibility for dependents, marital status including civil partnership status, religion or belief, sexual orientation, gender reassignment, or physical characteristics. This is applicable whether they have, are perceived to have, or are associated with someone with, the protected characteristic in question.