



## What is a Parent Carer Forum?

A parent carer forum is a group of parents and carers of disabled children. Their aim is to make sure the services in their area meet the needs of disabled children and their families.

They do this by gathering the views of local families and then working in partnership with local authorities, education settings, health providers and other providers to highlight where local services, processes and commissioners are working well, or challenge when changes or improvements need to be made.

# **VOLUNTEER JOB OPPORTUNITY: STEERING GROUP MEMBER**

## JOB DESCRIPTION:

As a Parent Carer of a child with SEND, be part of a team to oversee and manage the day to day running of the Parent Carer Forum in Dorset (a member of the National Network of Parent Carer Forums).

The role of steering group member includes:

- Contributing to the strategic direction of Forum
- Ensuring policies and procedures are in place and followed
- Providing input based on direct experience
- Attend steering group meetings as required
- To act impartially and not in their own interests
- With others set a budget annually and review at least once a year.
- Ensure records to show that the Forum is managed properly
- Manage and make best use of resources
- Promote and develop the Forum in order for it to grow.
- Maximise the opportunity for parent carer participation and co-production locally and nationally.

Interested? Then we would love to hear from you.  
If you would like to know more, please do get in touch  
Email, [dpcc@dorsetparentcarercouncil.co.uk](mailto:dpcc@dorsetparentcarercouncil.co.uk) or call, 07827 793244.