



## 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 and we want to do more. To achieve this, we need more volunteer parents/carers 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/videoconference (all meetings are currently held online).
- 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, training and work-shadowing as appropriate. There is flexibility within these tasks so you can focus on those things that you are most interested in.



### 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

### 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](mailto: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 a voluntary, parent-led organisation working with parents and carers of children and young people with a disability or additional need, as well as the public and voluntary sectors, to improve services in Enfield.

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.