# West Glamorgan Regional Partnership

# Board Representative Volunteer

# People with Lived Experience and Carers

**The Role:**

West Glamorgan would like to engage and co-produce services with people who have lived experience and carers.

We want to engage with people with lived experience and carers at all levels to develop Health and Social Care services in the region.

We would like two volunteer representatives present at each Board to represent the interests of people with lived experience and two volunteer representatives to represent the interests of carers.

We are aware that volunteers cannot be expected to represent everyone’s views and experiences in West Glamorgan. Therefore, volunteers will need to liaise with a wider network of people to gather views and experiences via their own networks or the liaison forums that form part of the Regional Partnership.

**What does the role involve?**

* Understanding the priorities and objectives of the Regional Partnership and communicating them to others in your networks.
* Providing lived experience or carer perspectives to the Regional Partnership.
* Ensuring any plans and proposals have been developed following the West Glamorgan co-production framework.
* Providing a link to other people with lived experience or carers via West Glamorgan Liaison Forum’s or via individual networks.
* Contributing to the Regional Partnership in a positive and constructive manner representing the views of people with lived experience or carers and not just personal interests.
* Preparing for meetings by reading the agenda and papers in advance and raising any issues or concerns with the Volunteer Representative Co-ordinator.
* Abiding by the Regional Partnership Board Volunteer guidance documentation.
* Volunteers must declare any potential or actual conflicts of interests to the Volunteer Representative Co-ordinator.

# Time commitment and Location

# Board meetings are held every 9 weeks, these meeting are currently via Microsoft Teams, but this may change to in-person meetings in the future. More frequent or bespoke meetings may be required at certain times. Meetings are also subject to change due to factors such as bank or school holidays.

# In addition, volunteer representatives will need to allocate some time to review papers and work with their networks and forums. The Volunteer Representative Co-ordinator will be on hand to support with these if/where required.

Volunteering opportunities are currently Monday-Friday during office hours (9am-5pm). Times will vary depending on where you sit within the Partnership. This can be discussed further with the Volunteer Representative Co-ordinator.

**Person Specification:**

(The qualities listed below are desirable, if/where there are gaps, training and additional support will be provided). The contents of this table will not prevent you from being a successful applicant.

|  |  |
| --- | --- |
| **Skills/Attitudes** | **Knowledge/Experience** |
| * Good communication skills. The ability to communicate effectively to a range of people. * Good listening skills. * Organised and able to use own initiative. * Flexibility to attend meetings. * Good basic IT Skills (training can be provided). * Respectful towards other people and their views and opinions. * Non-judgement attitude towards people from all backgrounds. | * Knowledge and/or experience of Health and Social Care services. * Good knowledge of the population being represented. * Experience of using Teams/Zoom. * Lived experience of the population you will being representing. |

**What we offer:**

**Training**

You will be provided with a full induction and role specific training. You will also have access to additional training opportunities throughout your time with the Partnership. You will be supported to learn as much about the work of the Regional Partnership as you feel you need to fulfil this role.

**Expenses**

Travel costs will be reimbursed. Subsistence, i.e., refreshments may also be reimbursed in line with our expenses policy. The Volunteer Representative Co-ordinator will support you with the reimbursement of expenses.

**Support and Supervisions**

You will be provided with a full induction and regular supervision to support you in the role. This will be carried out with the Volunteer Representative Co-ordinator. The Volunteer Representative Co-ordinator will also support you to access meeting papers, support during meetings, answering queries and any additional support where needed. Pre-meetings can be arranged with the Volunteer Representative Co-ordinator if required.

**Benefits of volunteering:**

* Make a positive difference to the lives of people in our community.
* Opportunity to be a part of the transformation of Health and Social care services locally.
* Develop your knowledge of Health and Social care services.
* Gain experience in Health and Social care settings.
* Opportunity to work with like-minded people from different backgrounds who share a common interest.
* Opportunity to develop your valuable and transferable skills.
* References can be provided to support employment opportunities, subject to satisfactory volunteering with West Glamorgan.
* Change the way things work for the better.

**Next Steps…**

For more information about the West Glamorgan Regional Partnership, please visit www.westglamorgan.org.uk or contact the Volunteer Representative Co-ordinator on West.Glamorgan@swansea.gov.uk.