



Role Description for VCS Representatives on the Strategic Partnership Forum for the Choice and Control programme

Main Purpose of Role

The Representatives will provide their sector knowledge and expertise to inform the Strategic Partnership Forum of the impact on the Voluntary and Community Sector in relation to the Choice and Control programme. He/she will also ensure that there are effective communication links between The Strategic Partnership Forum for the Choice and Control programme.

Key Accountabilities

- Represent the views of voluntary and community groups working with the Choice and Control programme.
- Represent the interests and work on behalf of the VCS including disadvantaged groups and communities. This includes articulating divergent views where they exist.
- Consult with the sector via the networks and communication structures of WIC
- Be bound by collective decision-making where the constituency has agreed a collective decision.
- Report back to the sector on a regular basis via the networks or communication structures of WIC
- Attend meetings regularly and other events as required or arrange for an agreed deputy to do so
- Help to plan and co-ordinate the development and work of the Choice and Control programme.
- Participate in conferences, seminars and training locally and, if appropriate, regionally or nationally
- Continue to learn about the issues, plans and agencies which affect the work of the Strategic Partnership Forum Choice and Control programme.
- Represent the Strategic Partnership Forum Choice and Control programme locally and, if appropriate, at regional and national events
- Support and work to the policies (including Equal Opportunities), procedures and priorities of the Strategic Partnership Forum Choice and Control programme, even when these do not coincide with those of the representative's own organisation
- Be bound by the collective decision-making of the Strategic Partnership Forum Choice and Control programme.
- Be prepared not to support actions or to vote against any proposal of the Strategic Partnership Forum Choice and Control programme which is clearly against the interests of VCS groups and organisations
- Declare any conflicts of interest and act with probity and integrity
- Operate in a manner which promotes equality of opportunity, celebrates diversity and respect for all



Person Specification for VCS Representative on the Strategic Partnership Forum for the Choice and Control programme

EXPERIENCE/KNOWLEDGE:

Essential: Social care expertise as the Forum is to focus on the impact of Choice and Control across the four key areas of transformation: Social Capital, Universal Services, Choice and Control, Early Intervention and Prevention to ensure they can disseminate information back to the wider sector.

Desirable: Relevant social care expertise bringing knowledge on how the agenda is impacting the sector.

SKILLS AND ABILITIES:

Essential: Ability and freedom to act independently from the organisation while acting as a representative on the Strategic Partnership Forum for the Choice and Control programme
Ability to analyse and understand complex information
Communication skills
Ability to act as an advocate for VCS causes, not just their own
Interest in actively linking with networks
Maintain confidentiality

ADDITIONAL FACTORS:

Essential: Ability to be released to attend the meetings x4 yearly meetings of the Strategic Partnership Forum for the Choice and Control programme

Desirable: Willingness to attend a VCS Representative Induction if needed