



Role Description for VCS Representatives on ParentsMatter Parenting Board

Main Purpose of Role

The Representatives will ensure that the views and issues of the Voluntary and Community Sector will be taken into account by the Parenting Board. He/she will also ensure that there are effective communication links between the Parenting Board and the sector.

Key Accountabilities

- Represent the views of voluntary and community groups working with children and young people to the Parenting Board
- 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 WAVOCC and WCVYS
- 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 WAVOCC and WCVYS
- 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 Parenting Board
- 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 Parenting Board
- Represent the Parenting Board locally and, if appropriate, at regional and national events
- Support and work to the policies (including Equal Opportunities), procedures and priorities of the Parenting Board, even when these do not coincide with those of the representative's own organisation
- Be bound by the collective decision-making of the Parenting Board
- Be prepared not to support the Parenting Board's actions or to vote against any proposal 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 ParentsMatter Parenting Board

QUALIFICATIONS/TRAINING:

Essential:

Desirable:

EXPERIENCE/KNOWLEDGE:

- Essential:** Experience of work with children, young people and their families
Understanding of the wider children and young people's VCS sector
Knowledge of strategic planning and development
Experience of working in multi-agency settings
- Desirable:** Have experience of working directly with families with a therapeutic or behaviour change focus or specifically on parenting issues
Be familiar with or have experience of a range of parenting programmes

SKILLS AND ABILITIES:

- Essential:** Ability and freedom to act independently from the organisation while acting as a representative on the Parenting Board
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

Desirable:

ADDITIONAL FACTORS:

Essential: Ability to be released to attend the meetings of the Parenting Board which are held during the day, usually in Droitwich

- Desirable::** Ideally the VCS representative will represent the following:
- the pre-school as well as the school age groups
 - cross agency, county wide networking experience
 - geographically connected to represent the North and South of the county
 - have a track record of working with schools