



EYPCF Steering Group – Application Form

ROLE DESCRIPTION

Promote and support the work of the EYPCF within the framework provided by the Forum's vision and objectives.

Work collaboratively with colleagues building positive working relationships in a constructive and consultative environment/

Main Responsibilities:

- Contributing to the delivery of associated performance targets / KPI's.
- Upholding the values and principles of the EYPCF.
- Maintaining a solutions-focussed approach to work at all levels.
- Representing parent carers at a range of stakeholder events both regionally and nationally.
- Working proactively with a diverse range of stakeholders from across all sectors to support the delivery of EYPCF priorities.
- Supporting EYPCF's commitment to drive the areas of equality and diversity.
- Working closely with the representatives of the EYPCF to develop and maintain best practice across the organisation promoting a culture of continuous improvement.
- Providing feedback to the Steering Group about regional developments and challenges.
- Being willing to represent the EY PCF at events, and steering groups, and meetings. Working with local forums and regional partners
- Distribution via email of communications sent by the EYPCF management group, including alerting members to the Steering Group headlines (on the website) and requests for information.
- Providing regular regional updates which highlight key issues for local areas which could be shared with the LA to ensure they remain alert to key issues and concerns.

COMPETENCIES FRAMEWORK FOR EYPCF REPRESENTATIVES

1. Personal Experience

- Knowledge and understanding of issues and experiences relating to parenting disabled children and young people and the services that affect them.
- Personal experience of parenting or caring for a disabled child as the primary carer.
- Strong and proven understanding of a range of parent carer experiences.
- Ability to discuss complex issues relating to disabled children and their families and how these impact on the relevant services.
- Ability to use examples from own experience in a balanced and constructive way.
- Ability to bring detailed examples of parental experience from local regions.
- Ability to positively engage with parent carers, service providers and decision makers from both statutory and voluntary sector organisations and be able to evidence and demonstrate a record of working in partnership with key agencies.

2. Participatory and Decision-Making Skills

- Ability to contribute to the development of the Network in a focused and professional manner.
- Have a clear understanding of the agreed outcomes sought by the EYPCF as informed by local forums and families.
- Demonstrate constructive influencing and negotiation skills.
- Welcome a team approach and contribute to a positive working relationships with both colleagues and partners from across all sectors.
- Actively and constructively participate in decision making and accept shared responsibility for decisions reached.

3. Collaborative and Effective Communication Skills

- The ability to communicate effectively with a range of partners.
- Build the trust and confidence of all parties involved with the work of the EYPCF and external partners.
- Ability to express themselves clearly and succinctly, to all parties.
- Ability and willingness to listen to all contributors.
- Ability to engage with partners from a range of backgrounds.
- Ability to contribute to a solution focussed approach to discussion and decision making.

4. Integrity and Valuing Diversity

- The ability to behave in a fair, balanced, and non-discriminatory manner, which recognises and accepts differences and diversity. Demonstrating a calm and nonconfrontational manner and respect for the confidential and sensitive nature of information discussed.
- Treating all people with equal respect, irrespective of ethnicity, gender, disability, age, sexual orientation, religion, or belief.
- Upholding confidentiality at all times.
- Demonstrating a calm and non-confrontational manner at all times.
- Giving and receiving constructive feedback.
- Demonstrating at all times a level of sensitivity and empathy reflective of the nature of issue being discussed.
- Listening to and working collaboratively with colleagues and partners.
- Acknowledging that all NNPCF members have diverse but equal contributions to make.

PRO FORMA LETTER OF INTEREST

Name	
Address	
Telephone	
Email	

Please detail how you feel you meet the requirements that enable you to be an effective representative for the EYPCF: (When completing this section, please review the requirements and provide information about how you feel you meet these, and provide examples of your current involvement with regard to regional activity or the involvement you have which means you also have knowledge of forum issues other than your own. Please confirm that you agree to feed back about any activities, meetings, or events that you attend on behalf of the EYPCF and will abide by the governance structures of the EYPCF:

Signed..... Date.....