Job Description

**Post Title: Volunteer Member of the Sparkle Parent and Carer Panel**

**Base:** Remote/In-person as required

**Salary:** Voluntary

**Hours:** Flexible, as required, minimum expectation to join 4 panel meetings a year

**Contract Period:** 12 month term

Seeking parents and carers who will Sparkle within their community, helping to raise awareness of our work and encouraging others to engage with our services and initiatives.

**Job purpose**

As a Volunteer Member of the Sparkle Parent and Carer Panel, you will play a vital role in shaping the future of our services and initiatives. This position offers a unique opportunity to contribute your voice, insights, and experiences as a parent or caregiver, helping to ensure that our charity remains responsive to the needs of the families we support.

**Main duties and responsibilities**

Comment on Research: Provide valuable feedback on research projects and studies that Sparkle undertakes or participates in, ensuring they are relevant, accessible, and impactful for families.

Attend Visits with VIPs and Politicians: Represent the voice of parents and caregivers during visits from VIPs, politicians, and other stakeholders. Share your experiences and advocate for the needs of the families we support.

Advise on Significant Service Changes and Policies: Offer informed advice and perspectives on proposed changes to Sparkle’s services, policies, and procedures. Your input will help guide decisions that directly affect the community we serve.

Collaborate with Other Panel Members: Work closely with other members of the parent panel to share insights, discuss challenges, and develop collective recommendations that align with Sparkle’s mission.

Champion Sparkle’s Mission: Act as an ambassador for Sparkle within your community, helping to raise awareness of our work and encouraging others to engage with our services and initiatives.

**What we are looking for**

Experience: Personal experience as a parent or caregiver of a child or young person with disabilities or developmental difficulties.

Communication Skills: Strong communication skills, both verbal and written, to effectively share your insights and contribute to discussions.

Commitment: A passion for supporting the work of Sparkle and a commitment to attending meetings and events as required.

Team Player: Ability to work collaboratively with other panel members and Sparkle staff.

Empathy: A deep understanding of the challenges faced by families with children and young poeple who have additional needs, and a desire to use your experiences to help others.

**Benefits of volunteering**

Impact: Make a real difference in the lives of children, young people, and their families by contributing to the development and improvement of Sparkle’s services.

Voice: Have your voice heard and influence key decisions that affect the community you care about.

Networking: Connect with other parents and carers, professionals, and key stakeholders in the sector.

Personal Development: Gain experience in advocacy, policy advising, and community engagement.

**Conditions of volunteering**

**Disclosure and Barring Service**

This post is subject to an enhanced Disclosure and Barring check with a children barred list check. This post is subject to an exception order under the provisions of the Rehabilitation of Offenders Act 1974. This stipulates that all previous convictions, including those that are ‘spent’ must be declared. Previous convictions will not necessarily preclude an individual from employment but must be declared in writing at the appropriate stage during the recruitment process.

***Sparkle is committed to Safeguarding and Promoting the welfare of***

***Children, young people and vulnerable adults.***

If you’re passionate about making a difference and want to contribute your voice to the Sparkle community, we would love to hear from you. Please send an expression of interest to [recruitment@sparkleappeal.org](mailto:recruitment@sparkleappeal.org)