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| **Specification** | **Essential** | **Desirable** |
| Relevant Experience | * Lived experience of being a parent carer of a child or young person with Special Educational Needs and/or Disabilities. | * Experience of working with parent carers and/or an understanding of issues affecting their ability to support their children |
| Education/Training | * Willing to undertake training to be able to fulfil role. | * A working understanding of emails, Word, Excel, Powerpoint. * Understanding of websites (creation and maintenance) is a bonus! |
| Relevant skills/Aptitudes | * Good listening skills * Ability to build relationships quickly with professionals and parent carers * Ability to maintain confidentiality. * Ability to be objective and focus on the collective view of parents, putting their own personal circumstances or situation to one side. * Open and honest * Willingness to work with others in a solution focused way | * Skilled in networking and developing positive partnerships * Well-developed interpersonal skills with an ability to communicate with professionals, colleagues, and parent carers. * Ability to motivate and inspire families |
| Organisation and Administration skills | * Ability to work as part of a team * Ability to reach out to other parent carers they know | * To be able to use own initiative and work on their own if needed. * Ability to use the internet and social media platforms with confidence |
| Additional requirements | * Be prepared for flexible working around your own circumstances * Must have a child or young person with Special Educational needs and/or disabilities. | * Hold a full driving licence and have access to a vehicle. * Be able to travel around the Solihull borough. |