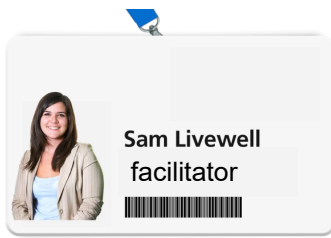


Making it Real facilitator



We are looking for a special person to be our making it real facilitator. A facilitator is called an independent supporter for the Making it Real board



The Making it Real board is made up of lots of people who have disabilities who represent and speak up for people who use adult social services



We work with officers from social services to do these things



Make sure we are involved in planning or changing social care



We need to make sure we are checking if the planning is working



Support people to have better choices and opportunities in their lives



Have our say about the services that's provided by the county council



Make sure the council listen and understand



Make services that's provided by the council are personalised



To help organise and plan our work we need for a independent facilitator



This person must be able to understand co production and what it means



You need to be someone who understands and have experience with working in adult social care



You need to be patient and calm and have a good sense of humour



The county council will give you a contract for doing this work. We think it would be 2-3 days a week



If you are interested and you need more information please phone Debbie Bartlet 01603 306036 or Anne Tansley Thomas 01603 222844 from the council



They can forward you to some members of making it real board to speak more about what we do



Friday 6th November is the closing date for people who want to apply.

Making it Real facilitator role description



Support people to understand their role



Supporting people between meetings by using what's app zoom skype email phone or facetime



Support people to take part in meeting and making sure everything is in an accessible way including understanding all about easy read and using plain English



Help with expenses



Help people to make decisions



Help with preparing written documents and publicity



Support members to take part in workshops talks and conferences



Support the co chair



Have meetings with the co chair to write up agendas, write letters as asked by the co chair or the board



Help people with social media like twitter and facebook





Send out agendas 2 weeks before the meeting



Be a coordinator for officers from county council who would like to meet up with the board



Work with the board and get people who they would like to invite



Arrange the meetings and extra meetings if needed



Write up the minutes and send them to everyone on the board



Follow up actions with the offices from the county council



Help people to do presentations



Write things about co production and national co production in newsletters journals



Deliver what's been agreed by council



Arrange and sort out our yearly AGM



Understand that everyone has got lots of different opinions and views



We are looking for someone who can drive to different places like equal lives or opening doors to meet people



Be good at time keeping and flexible



And need to be committed and passionate about all we do