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| **Newham Council are looking for a resident co-chair for the ASDB meetings.**  As Resident Co-chair, you will work with Newham Council and East London Foundation Trust (ELFT) staff to plan and run the Autism Strategy Delivery Board for 12 months.  After 12 months, a new resident co-chair will take over to give others the opportunity. |  |
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| **What is a co-chair?**   * A co-chair is a person who leads a meeting together with another person. * You will work with Newham council & ELFT staff. * Both co-chairs will attend a minimum of 4 meetings a year. * Each meeting will run no longer than two hours. |  |
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| **As a resident co-chair you will:**   * Help lead the discussion – improve services for autistic community * Make sure residents voice is heard * Help the group to make decisions * Attend other meetings to provide updates * Read the documents before each meeting * Work positively to make a change |  |
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| **Who can be a co-chair?**   * Newham Resident, aged 18+ with an autism diagnosis and * A member of the Autism Resident Advisory Group (ARAG) and * Commit to the role for 12 months, must attend the meetings at least every 3 months |  |
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| **You do not need previous experience. We will support you in the role** |  |
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| **Who will support the co-chair?**  The council will support the resident co-chair by:   * Meeting with you to discuss the Autism Strategy * Answer any questions you have * Discuss suitable meeting dates and times * Support you in preparing for the co-chair role   As a resident co-chair you will also support the ELFT co-chair in preparing for the meetings in advance. |  |
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| **Does a co-chair get paid?**  **Yes. You will receive payment.**   * In line with the Council’s Co-Production Reward and Recognition Policy, you will receive a payment of £13.15 an hour (London Living Wage) in exchange for your time   The 6 hours input you provide will cover:   * Up to 1 x hour to review papers and prepare for meetings. * Up to 3 x hours to attend the meeting itself including travel time. * Up to 1 x hour follow up / preparation time. * Up to 1 x hour to meet with the Autism Team as required every three months   You can claim the payment every 3 months (4 times a year) |  |
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| **How do I apply?**   * Telling us a little about yourself, your experiences, skills and what you can bring to the role * A maximum of 600 words * Email us before the deadline at: [Autism.Commissioning@newham.gov.uk](mailto:Autism.Commissioning@newham.gov.uk) |  |
| If you need help to do this, please email [Autism.Commissioning@newham.gov.uk](mailto:Autism.Commissioning@newham.gov.uk) and we can give you support. |  |
| Applications will be shared with the ARAG and, if there are more than two applying for the same role, members will be asked to vote. |  |
| The deadline to submit your application is **Monday 30 September 2024**. Applications received after this date will not be considered. |  |