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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
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| If you need help to do this, please email 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. |   |