



## **Trustee (Committee Member)**

**Are you passionate about making a difference for families of children and young people with additional needs?**

We are looking for new Trustees to start at the end of 2020, to volunteer for the Parents' Forum for Bradford and Airedale. We work to support parent carers of young people with special educational needs and disabilities.

Since the Forum got together in 2009, the Trustees have always been parent carers themselves. However, we believe this is not essential if you are passionate about making a difference to the lives of parent carers of disabled children. You may have some relevant experience, on a personal or professional level, and feel you can use this to benefit our charity. New trustees who are parent carers are of course welcome!

You would need to have some awareness of the types of issues our members face, for example Education, Health and Care Plans, benefits such as Disability Living Allowance.

We are very keen to recruit new Trustees so our board reflects the diverse nature of the Bradford district community it serves. Applicants from all backgrounds are welcome and encouraged.

### Time commitment

Our trustees are responsible for the governance and management of our organisation. They contribute by attending and taking part in our committee meetings which are held every 4-6 weeks at our office\*.

There is an expectation that Trustees will attend up to 10 committee meetings\* and one Annual General Meeting\* per year. Meetings normally last two hours. These are always during term time, and within school hours.

Additionally, Trustees may be called on between meetings to give their opinions on Forum related matters. This is done via email and/or Facebook group.

Occasionally there is the option to undertake training which will help fulfil the role.

Out of pocket expenses are paid, eg mileage money or bus fare, lunch if appropriate.

(\*Until the covid situation changes to enable us to hold meetings in person, these will be carried out online.)

### What qualities/attributes do I need?

- Commitment to the principles of the PFBA.
- Willing to offer opinions at meetings.
- Supportive of the PFBA staff and other trustees and open to others' views.
- Give a positive impression of the PFBA in discussions with others.

### Would you like to know more?

To talk it over, with no obligation on your part, please contact us at [supportnews@pfba.org.uk](mailto:supportnews@pfba.org.uk), telling us a bit about why you would like to join us. We will invite you to have an informal chat (possibly online) about how we work. If you decide you would like to be a Trustee, we ask members to vote for their favoured candidates at our Annual General Meeting which is in November/ December.