

Local Committee Member Role Description

We welcome volunteers from all backgrounds, faiths, and communities, as well as with any disabilities, regardless of sexual orientation or gender identity.

Role outline and Personal specification

Healthwatch Central West London exists to ensure that needs of the local people are at the heart of health and social care. We listen to what Westminster and Kensington and Chelsea residents like about services, and what could be improved, and share it with those with the power to make change happen.

The local committee is made up of residents and stakeholders, working and living in Westminster and Kensington and Chelsea. Each local committee has elected members and a chair and election takes place every two years. You will be joining as a non-elected member.

As a local committee member, you will be representing your borough you live in the bi-monthly committee meetings, to share your thoughts and ideas on the latest health and social care developments.

What will you be doing?

In this role you will be representing your borough in the bi-monthly committee meetings, you will be sharing knowledge and intelligence on your local borough through:

- Informing the local committee about health and care issues affecting residents
- Ensuring that all members of the community are heard.
- Representing and positively prompting Healthwatch at meetings
- Feedback after meetings attended by sharing intelligence with members and staff.
- Review health and social care documents sent to you by Healthwatch Central West London, to inform discussion in local committee meetings.
- Promote the work of Healthwatch and not your own agenda in meetings.
- Liaise with the Healthwatch Engagement lead, to give feedback or to share materials with local committee members.

What skills do you need?

We are looking for reliable members to engage with us and bring in ideas and help represent Healthwatch in other meetings across the boroughs.

- Excellent Listening skills
- Empathy towards others
- The ability to record and feedback residents' and communities 'experience of health and social care to Healthwatch Central West London Engagement Lead.
- Respect Confidentiality
- Ideally someone who has experience on representing other organisation in meetings
- Excellent listening skills
- willing to develop networks with other agnation in your borough
- Have access to the internet and ability to receive emails, read, write, and edit word documents.

Some knowledge and understanding of local health and social care service provision, either through personal or professional experience, would be of benefit but full training will be provided.

What support we will give you?

- Full induction training and ongoing support
- Ongoing training in areas relevant to the role
- Opportunities to get together with other Healthwatch volunteers and exchange ideas and information
- Travelling and actual out of pocket expenses
- A broadening of your knowledge of local health and social care services

How much time is involved?

We will always work closely with you to ensure your volunteering role fits with your other commitments.

- This is a flexible role and time commitment will be agreed with you.
- Activities could take place during the day, the evening, or the weekend.

You can apply for this role by filling in our online application form. If you have any questions or you would like to find out more, please call Sumita Ahmed on **020 8968 7049** or email sumita.ahmed@healthwatchcentralwestlondon.org

We look forward to hearing from you.