

Person Specification

Commissioning Co-Production Board Co-Chair

Qualifications:

You must be able to read information and communicate with IT equipment and programmes, such as Microsoft Word, Video conferencing and e-mail, or have support available to help you with this.*

You must be able to co-chair meetings with a Commissioner, and help manage the running of the meeting to time, ensuring that all agenda items are discussed, and everyone who's present has an opportunity to contribute to meetings wherever possible.

**All reasonable efforts and adjustments will be made to maximise your participation, inclusion and contribution to the Co-production Board, including providing information in easy-read and / or other accessible formats.*

Relevant Experience*:

Experience of using statutory adult social care services	Essential
OR	
Experience of caring for someone who uses statutory adult social care services	Essential
Experience of leading / facilitating group discussions	Desirable

****You must not currently be a chair of a self-advocacy, carers' or provider group in Haringey to be considered for this role.***

Skills:

Good listener	Essential
Able to respect the view(s) of others (empathetic)	Essential
Able to express your own views and opinions	Essential
Able to facilitate the contributions of all other Board members	Essential
Able to lead a group to reach an agreed outcome / goal	Desirable
Able to contribute to conversations about care and support services and how to improve them	Essential
Solutions-focused	Essential