

## **WORCESTERSHIRE PARENT AND CARERS' COMMUNITY (WPCC)**

Registered Charity No. 1122538

[www.parentcarers.org.uk](http://www.parentcarers.org.uk)

### **Part-time Administration and Development Assistant – Our Voice Parent Carer Forum**

11 hours per week at £10.00 per hour, to start from 1<sup>st</sup> April 2015, or as soon as possible thereafter.

One year fixed term contract with the possibility of an extension, subject to funding.

Location: Based at our Worcester office, with outreach work throughout Worcestershire as required.

We need an enthusiastic, committed individual with good communication and organisational skills to support the work of our parent carer forum. There is growing recognition by statutory bodies that the parent carer voice needs to be heard in the shaping and development of services for children and young people with disabilities and you can play a vital part in enabling this to happen in Worcestershire. You will join a dedicated team of both paid staff and volunteers at WPCC at an exciting time in its development.

For further details or to request a job description and application form, please contact Sue Evans, at either:

[wpccsue@gmail.com](mailto:wpccsue@gmail.com), or at Worcestershire Parent and Carers' Community, 17 the Angel Centre, Angel Place, Worcester, WR1 3QN

Closing date for applications: Midnight on Sunday 1<sup>st</sup> March 2015

Interviews will be held on Tuesday 10<sup>th</sup> March and Wednesday 11<sup>th</sup> March 2015