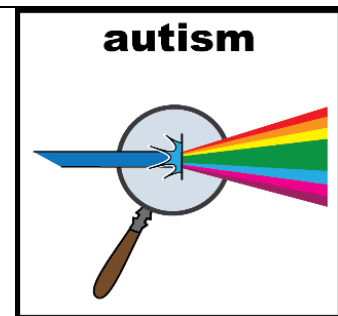


Autism Strategic Delivery Board (ASDB) Co-chair Easy Read Role Description

Newham Council are looking for a resident co-chair for the ASDB meetings.

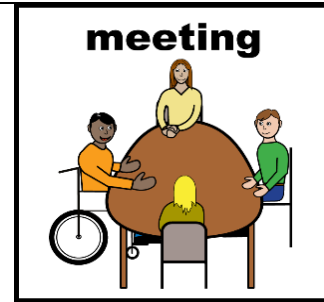
As Resident Co-chair, you will work with Newham Council and East London Foundation Trust (ELFT) staff to plan and run the Autism Strategic Delivery Board for 12 months.

After 12 months, a new resident co-chair will take over to give others the opportunity.



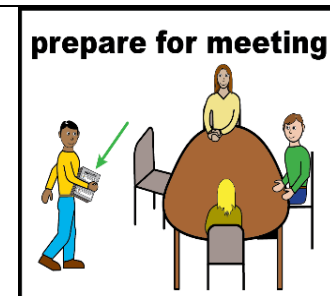
What is a co-chair?

- 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.



As a resident co-chair you will:

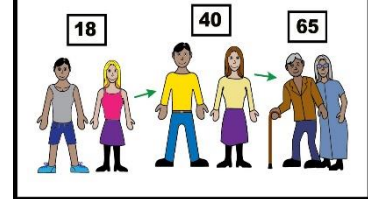
- Help lead the discussion – improve services for autistic community
 - Make sure residents voice is heard
 - Help the group to make decisions
- Attend other meetings to provide updates
- Read the documents before each meeting
 - Work positively to make a change



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

age range



You do not need previous experience. We will support you in the role



Who will support the co-chair?

The council will support the resident co-chair by:

- Meeting with you to discuss the Autism Action Plan
- 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.



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)





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



<p>If you need help to do this, please email Autism.Commissioning@newham.gov.uk and we can give you support.</p>	
<p>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.</p>	
<p>Applications will open in Spring/Summer 2025</p>	