



## Role Description

|                       |   |
|-----------------------|---|
| <b>Directorate</b>    | Children Education and Families   |
| <b>Role Title</b>     | Volunteer Equality Group  |
| <b>Responsible to</b> | Parent Partnership Officer  |
| <b>Role Purpose</b>   | To undertake regular equality review of all Thurrock Parent Partnership Service produced policies and contribute to their redesign. |

| Tasks and Responsibilities  |  |
|---|--|
| <p>The role is varied and interesting, involving a mixture of practical and interpersonal skills including the ability to:</p>  |  |
| <ol style="list-style-type: none"> <li>1 To contribute to the development of an approach which reflects our commitment to and vision of equality throughout the Service</li> <li>2 To create and maintain an Equality Working Group Action plan to ensure that issues of equality, diversity, participation and belonging are addressed within the Service</li> <li>3 To contribute to making the Service aware of and compliant with legislative requirements</li> <li>4 To share information throughout the Service and contribute to the development of good inclusive practice</li> <li>5 To collate and discuss any relevant findings with management and make recommendations if needed</li> <li>6 Have no potential clash of interests.</li> <li>7 To actively promote the Council's Equal Opportunity Policy and Diversity Strategy and observe the standard of conduct which prevents discrimination taking place.</li> <li>8 To ensure full compliance with the Health and Safety at Work Act 1974 etc., the Council's Health and Safety Policy and all locally agreed safe methods of work.</li> </ol> |  |
| Skills and experience   |  |
| <p>a personal or professional interest/knowledge/experience of relevant equality issues</p>   |  |



## The Commitment

You can volunteer flexibly with mutually agreed hours, but typically during school term times only.

## The Councils commitment to Volunteers

The Parent Partnership Service provides all volunteers with:

- Induction
- Free training
- Travel expenses
- Insurance
- Ongoing support and supervision
- Opportunities to develop and enhance interpersonal skills in communication and negotiation