**Join Camden’s Borough Partnership Carers Board!**

**Carer Board Member and Co-Chair Expression of Interest Form**

Have you given up your time for free, and taken on additional responsibilities, to support someone you know? Are you a resident of Camden, or is the person you care for a resident of Camden? Are you interested in influencing how local services support carers?

Camden is looking for three Board members and a Co-Chair who are carers, who would be interested in joining the Borough Partnership Carers Board. This is a new Board which aims to improve and coordinate support for carers in Camden.

As part of Camden’s commitment to better recognise and support unpaid carers, the [Carers Action Plan](https://carersactionplan.camden.gov.uk/) was launched in July 2024, which was developed with carers. The Board’s main job is to oversee the plan and make sure organisations are working together alongside carers to deliver it. The Board will consist of organisations and agencies from the NHS, the Council and the voluntary sector, and will link with key decision-making bodies.

By joining us on the Board, we will have a great opportunity to work together to shape an evolving plan that reflects the needs of you as carers and the broader community. Camden is a unique and diverse Borough, and we are keen to ensure that carers on the Board reflect this diversity in our community and have a range of experiences of caring. If you believe in the power of people and partnerships to achieve meaningful change, we invite you to be part of this exciting journey.

For more details, please get in touch with [Octavia Aronne](mailto:octavia.aronne@camden.gov.uk) and [Alice Beaumont](mailto:alice.beaumont@camden.gov.uk), or attend our online Q&As to answer any questions or thoughts you have on the roles. If you would like to attend the Q&A, please join using the following MS Teams links:

* [**30th January 12-12:45pm**](https://eur03.safelinks.protection.outlook.com/ap/t-59584e83/?url=https%3A%2F%2Fteams.microsoft.com%2Fl%2Fmeetup-join%2F19%253ameeting_MTE3YTczY2QtOTlmZi00Y2UxLTgxNzQtZDM5ZTBmYzQ4YjA1%2540thread.v2%2F0%3Fcontext%3D%257b%2522Tid%2522%253a%25225e8f4a34-2bdb-4854-bb42-b4d0c7d0246c%2522%252c%2522Oid%2522%253a%2522bbb3f800-2f05-4573-9f70-45a533bdf995%2522%257d&data=05%7C02%7CAlice.Beaumont%40camden.gov.uk%7Cf73b5b2aa4144e1d662b08dd3577343b%7C5e8f4a342bdb4854bb42b4d0c7d0246c%7C0%7C0%7C638725508260719913%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIwLjAuMDAwMCIsIlAiOiJXaW4zMiIsIkFOIjoiTWFpbCIsIldUIjoyfQ%3D%3D%7C0%7C%7C%7C&sdata=FhSbTi7D%2BPnUkDhe61j0FXNB2HTc%2FWXkG1I3bN5Q3ds%3D&reserved=0) (alternatively you can dial in using your phone on [+44 20 7660 8497,,391289276#](tel:+442076608497,,391289276))

We look forward to hearing from you!

**Time Commitment**

* The time commitment expected from the Board members, including the Co-chair, will be a maximum of four hours per month. These hours include attending the Board meeting itself, pre-meets and debriefs, and any time spent reading and preparing for meetings.
* In the first month of the role, the time commitment is likely to be slightly longer to include an induction and any necessary training. We expect this to be up to 6 hours of time.
* The Board meeting itself will take place once a quarter, with the first meeting planned for 9 April. Board meetings will be two hours long, and future meeting dates will be agreed in due course.
* Most meetings will offer a hybrid option (in-person and online), but we would like you to attend at least half of the Board meetings in person.
* For now, meetings will be held on weekdays during the day (Monday to Friday, between 9 am and 5 pm).
* Board members and the Co-chair may also take part in specific projects and attend smaller working group meetings related to those projects.
* You will not be expected to attend every single meeting - we understand the importance of flexibility.

**Reward and Recognition**

* Following our [Adult Social Care Co-production Framework](https://camdencarechoices.camden.gov.uk/co-production-matters/asc-co-production-framework/) and Toolkit, Board members and the Co-chair will be given £15 (in the form of vouchers from retailers such as Sainsbury’s, Waitrose, Amazon etc) for every hour spent attending and preparing for meetings.
* Travel expenses (in reason, and on discussion) for in-person meetings will also be covered.

**Support**

* The Carers Project Team will provide support and briefing sessions to help ensure members with lived experience can participate fully and meaningfully. This may include offering tailored training depending on skills and experience.
* There will be the ability to access Camden’s Just in Time Toolkit, an online learning and development system with instant access to a huge number of resources – from articles and quizzes, to assessment, videos and infographics.
* You will be offered support to access benefits advice and guidance.

**Role Title (s):** Carer Co-Chair and Board Member  
**Support Provided by:** Camden Council’s Carers Project Team and Commissioned carers services  
**Hours:** Flexible (Ad hoc)  
**Length of role:** 2 years (with a review after 1 year)

### Main Responsibilities:

* Attend and participate in quarterly Board meetings.
* Participate in monthly project working groups, briefings or workshops (as needed).
* Help improve the involvement of service users and carers in decision-making, by for instance, presenting and reporting back progress in other carer forums.
* Co-chair has added responsibility for chairing and leading quarterly Board meetings alongside the Cabinet Member for Health, Wellbeing and Adult Social Care.

### Benefits:

* Make a difference by helping improve support for carers and local services in Camden.
* Meet new people and build connections.
* Develop your communication and teamwork skills.
* Receive £15 in vouchers per hour for attending meetings and working groups.
* Travel expenses covered.
* CV and work experience guidance.
* Enjoy occasional snacks and cake at meetings!

### Dates for your calendar:

* Please fill out this expression of interest form **by 5pm on 17 February** (details below).
* Following your expression of interest, we will schedule a conversation with you on **25 or 26 February** to discuss your experience and more about why you are interested in being a Board member or Co-chair. This will also be an opportunity for you to ask us any questions relating to the Board or the Carers Action Plan.
* First introduction and support meetings will be taking place **week commencing 10 March**.
* First Board meeting planned for **9 April (and will be an in-person event)**.

## What are we looking for?

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| Experience | We are looking for a diverse cohort of people with current or former experience of caring for someone aged 16 and over  Either you or the person you care for is a resident of Camden  You are over 18 years old |
| Desirable skills | It is helpful, but not essential, if you have experience or interest in facilitation or community engagement, are familiar with carer initiatives and learning and co-production in carers, and health or social care related projects. |
| Personal values and qualities | **Welcoming and Inclusive**   * Values equality, diversity, and inclusion * Transparent, open and honest * **Commitment to Carers** * A clear commitment or responsibility towards carers * Is an advocate – can represent, champion and speak up and act on behalf of carers’ needs to create real impact   **Positive and Future-Focused**   * Creative and open to innovation * Works respectfully with others, actively listens   **Collaborative**   * Open to building relationships—sharing ideas, creating synergy, and collaborating around a common purpose   **Focused on accountability and coordinated action**   * Goal-oriented * Effective communicator and problem-solver |
| Knowledge and understanding | It is helpful but not essential if you can demonstrate an understanding or a willingness to learn about the current systems such as the NHS, social care, and relevant legislation and laws that impact carers. |

Please fill out the form below to express your interest in being a Board member or Co-chair by **5pm 17 February**.

Following this we will arrange a conversation with you **25 or 26 February** to discuss your experience and interest and answer any questions.

Carers have asked that Board members are reflective of a broad range of caring experiences, so we will be looking for a diverse cohort of carers to participate in the Board. If you are not selected as a Board member or chair, we would be pleased to be able to invite you to join our list for future opportunities to get involved, such as carers focus groups, stakeholder forums or other engaging co-production activities that will be taking place over the course of the next year.

You can complete an online version of this expression of interest form [here.](https://forms.office.com/Pages/ResponsePage.aspx?id=NEqPXtsrVEi7QrTQx9AkbOkBMsrEmwZMl3UKcfh-hwZUQUJDSFY4MEZZUkVPVVZGMlYxN1dWU0ZXNS4u)

Alternatively, if easier to print it off to complete by hand, then you can scan it and email this in to [octavia.aronne@camden.gov.uk](mailto:octavia.aronne@camden.gov.uk) and [alice.beaumont@camden.gov.uk](mailto:alice.beaumont@camden.gov.uk).

Hard copies are will also available for collection with Camden Carers at the Greenwood Centre, 37 Greenwood Place, NW5 1LB. You can complete these and drop off at the Greenwood’s reception.

We do not require your CV. **If you need support to complete your expression of interest, please let us know by emailing** [**octavia.aronne@camden.gov.uk**](mailto:octavia.aronne@camden.gov.uk) and [**alice.beaumont@camden.gov.uk**](mailto:alice.beaumont@camden.gov.uk)

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| --- | --- |
| Basic Information | |
| First Name |  |
| Surname |  |
| Email address |  |
| Phone number |  |
| Address and Postcode |  |

Experience of caring (tell us a bit about what your care and support role is or has been like).

Please share your relation to your cared for, what needs your cared for have (e.g. mental health, learning disability etc.) and their age. (200 words max)

Why do you want to be part of the Borough Partnership Carers Board? (please write between 350 - 600 words)

Please let us know whether you are interested in either the Carer Co-chair or Board Member role (or if you are applying for both)

Thank you for your interest, we will be in touch soon!