



Sandwell Parents for Disabled Children (SPDC)

Job Advert

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| Job Title | Parent Carer Engagement and Support Co-Ordinator |
| Salary | £28,624 - £30,060 <i>pro-rated</i> for 16 hours per week |
| Location | SPDC offices and various community locations |
| Hours | 16 hours per week (To be worked flexibly) |

Description

SPDC is a registered charity providing support for children and young people with SEND and their families in Sandwell. We have a vacancy for a parent carer engagement and support co-ordinator whose role, alongside our existing a parent carer engagement and support co-ordinator (who works 25 hours per week), will be to support parent carers in a variety of ways including organising and delivering events and information sessions, signposting to other services and ensuring that the voices of parent carers are heard.

So, if you are creative, motivated, and passionate about supporting people and have the ability to work both as part of a team and on your own initiative to achieve outcomes, we would like to hear from you. SPDC values commitment, enthusiasm, and innovative ideas and for the right person this role will be very fulfilling.

Please visit our website at www.sp-dc.org for an application pack. If you feel that you meet the requirements set out in the Person Specification, (please note that a driving licence and access to a vehicle is required for this role) and you would like an informal discussion about the post, please contact Linda Lloyd on 07852 843470.

SPDC is committed to safeguarding children and young people therefore all post holders are required to obtain an enhanced disclosure of criminal convictions with the Disclosure and Barring Service.

Please note: CVs will not be considered as part of the shortlisting process.

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| Closing Date | 9 June 2025 |
| Shortlisting will take place on | 11 June 2025 |
| Interviews will take place on | 18 June 2025 |