



EXCITING JOB ROLE

FORUM ADMINISTRATOR

Do you have a *can-do* approach to life?
Like being part of a small Team? **We are**
looking for someone who wants to work
for 7 hours a week supporting us to
deliver the changes that are needed for
families with disabled Children & Young
People in Barking & Dagenham.

We are fully independent but supported
by the Sycamore Trust UK and part of a
National Network.

You will need to be a good organiser &
communicator as well as able to use
Microsoft, Google groups and FACEBOOK.

You must be Self-Employed – pay rate
£13.15 per hour.

7 hours worked across the week.

48 weeks in the year. Renewed annually.

A mix of office base and working from
home. We provide the work laptop.

You will work with, and report to, the
Steering Group (all parent carer
volunteers).

Email or text us for a Job Role &
Application Form.

Closing Date: 31st May 2024.

JUSTSAYBDFORUM@GMAIL.COM

TEXT: 07936 851199