



## Decision Panel Member

### Volunteer Role Description

---

All our activities and services are coproduced with volunteers and people affected by MS. We involve people who deliver and benefit from our services in every level of our decision making – in advisory, consultation, decision and insight groups. It's how we make sure we understand and deliver what our audiences need as effectively as we can.

As our Decision Panel Member you'll play a vital part in representing everyone affected by MS in our work, so we can meet their needs. You'll use your own experience of MS when contributing to meetings (in person, on the phone or through video conferencing), helping plan and design questionnaires or analysing results and evidence data.

In this role you will be able to develop your research, planning, organisation and communication skills.

Most importantly you will be able to influence how services and activities are delivered to member of the MS Community.

### What the role involves

This role may vary depending on needs, but is likely to include:

- Attending meetings (either in person or via telephone or video conferencing)
- Contributing to the planning of review processes
- Designing questionnaires
- Analysing results and evidence to collectively make decisions
- Helping to run focus groups where appropriate
- Reviewing research applications
- Contributing to the decision making process as members of boards or committees which oversee strategy or a programme of work, e.g. Research Strategy Committee
- Contributing to the decision making process for the awarding of grants to individuals (either nationally or locally) as part of a Grants Panel

---

**Together, we are strong enough to stop MS.**

Multiple Sclerosis Society. Registered charity numbers 1139257/SC041990. Registered as a limited company in England and Wales 07451571.

We can support you to develop the skills you need for this role, including an induction into all the areas outlined. You will have a chance to discuss your role and any additional needs with us.

## What you need for this role

### Essential

- Good interpersonal, listening and communication skills Have a connection to MS, or be personally affected by MS (project specific)
- Confident using Microsoft Office, the internet and email
- Able to apply disability, equality and inclusion practices
- Able to keep people's personal data safe

### Desirable

- Able to communicate and articulate their experience and views in both written and verbal forms and in a meeting setting
- Committed to our values and willing to share your own experiences whilst also representing the views of others
- Enjoy working as part of a team and sharing best practice
- Confident addressing internal decision makers, individually and/or in meeting settings

### In order to volunteer in this role you will need to:

- Read through your welcome and induction checklist

## Additional information about our Volunteering programme:

When you volunteer with us, you join our powerful community of people living with MS, scientists, campaigners, listeners, organisers, ambassadors and fundraisers.

Our Volunteering Programme holds the prestigious Investing in Volunteers (IiV) accreditation. This award recognises our dedication to ensuring all volunteers have an excellent experience – from when we recruit you, through supporting you to develop skills and experience, to recognising your achievements.

Our shared commitments help keep our Volunteering Programme enjoyable, meaningful and safe for everyone.

Download [Our Commitments](#) here.