



Advisory Group 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.

Advisory Groups bring together the opinions of people who deliver and/or benefit from our services and are an important part of how we are run. Through Advisory Groups, we are able to listen to what people need from us and deliver better services as a result.

Being an Advisory Group Member gives you the opportunity to have a say in how we support people affected by MS, volunteers or staff, as well as to meet like-minded individuals. Using your own experiences (e.g. of MS or volunteering, or using our services), you'll get involved with key areas of our work (such as our services, research and campaigns), contribute to meetings (in person, on the phone or through video conferencing) and advise on how we improve, develop and resource our work.

In this role you'll develop your communication, decision-making and team-working skills.

Most importantly you'll inform decision-making processes that benefit everyone who is living with MS.

What the role involves

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

- Attending meetings (either in person or via telephone or video conferencing)
- Contributing to discussions as part of a group or via email
- Offering your perspective based on your own experiences
- Providing feedback and reviewing information
- Designing questionnaires or reviewing research applications

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.

You can carry out this role from anywhere in the UK, including at home. We will support you in remote volunteering and in developing the skills you need for this role, including an induction into all the areas outlined. You will have a chance to discuss your role, claiming expenses and any additional needs with us.

What you need for this role

Essential

- Able to share your own story or expertise whilst also representing the views of others
- Committed to our values
- Have relevant personal experience (e.g. of MS, volunteering or using our services)
- Solutions-focused – having a desire to improve our services
- Confident addressing internal decision makers, individually and/or in meeting settings
- 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 your experience and views in both written and verbal forms and in a meeting setting
- Enjoy working as part of a team and sharing best practice
- Effective people skills

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

- Complete the Welcome and Induction Checklist in the back of your [Welcome Pack](#) (opens in new window).
- Complete the training listed below:

Role specific training
Induction with your volunteer point of contact

Sources of support:

We will ensure that whilst volunteering with us you will have access to all the support you need to feel comfortable, confident with what you are doing, and able to achieve the most impact through your time with us.

In the first instance your staff contact is here to support you, answer questions about what you'll be doing, support with your learning and where you can get more information about your volunteering.

The Supporter Care Team is your point of contact for queries to other MS Society departments. They can signpost you to the right person:
supportercare@mssociety.org.uk

Other staff who can support you are listed on our volunteer website:
volunteers.mssociety.org.uk/volunteering-with-us/staff-support

More 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 shared commitments help keep our volunteering programme enjoyable, meaningful and safe for everyone.

Download [Our Commitments](#) here.