



ROLE DESCRIPTION

Group Volunteer Representative – Project Mead Steering Group

Project Mead is our service transformation project. It's shaped by the voices of our dedicated staff, passionate volunteers and the incredible MS community. They told us our services need to be more accessible, more joined-up and tailored to match the needs of the communities we support.

The project's led and advised by a Steering Group that includes MS Society senior leaders, staff members and representatives from our community who live with or care for someone living with MS. We want to make sure our local groups are properly represented on the Steering Group too.

As a group representative on our Steering Group, you'll get to:

- Share your personal experiences of MS
- Represent the voice of others in our community of MS Society groups
- Use your skills and knowledge to help us make decisions that will improve services for everyone

What does being a Group Volunteer Representative on our Project Mead Steering Group involve?

What's involved may vary depending on the needs of the project but is likely to include:

- Attending monthly meetings (usually on a Tuesday afternoon) via Zoom.
Meetings last two hours with breaks
- Contributing to discussions and strategic decision making as part of the group or via email
- Offering your perspective based on your own experiences whilst also representing the views of others
- Reviewing information and providing feedback to help steer the project

You can take part from anywhere in the UK. We'll make sure you receive an induction on Project Mead so far. You'll have a chance to discuss taking part and any additional support you need with us.

About you:

- Hold a formal role or title as a member of an MS Society group
- Have a good working knowledge of how our volunteer groups are structured and operate
- Have personal experience of MS (as a person with MS, or as a carer, friend, or family member of someone with MS)
- Able to share your own experiences or expertise in a meeting setting, whilst also representing the views of others
- Solutions-focused – having a desire to improve our services
- Listening skills and able to work as part of a team
- Able to use and access Zoom and email

Once you've agreed to take part, you'll need to:

- Have a short induction on Project Mead so far
- Read and agree to follow our [Code of Conduct](#) whilst taking part with us

If you have any questions about this process, please email:

ProjectMead@mssociety.org.uk

Timeline:

Expressions of interest will remain open until **23:59 on Monday 21 April**.

[Register your interest here](#).

We're aiming to hold informal interviews on 24-25 April, and inductions the week commencing 28 April, but this may be subject to change.