



Role summary:

The Family Engagement Council (FEC) at Children's Treatment Network (CTN) is a committee made up of families and caregivers of children and youth with special needs, service providers and CTN staff. It is an ideal role for individuals who want to help support/advise on CTN's operational activities and ensure CTN is well-connected with the family perspective. The FEC is managed by CTN's communication manager, and has direct connection with CTN's senior management team and CEO.

Key responsibilities:

- Attend/participate in FEC meetings and electronically via email in between meetings as requested.
- Help develop and carry out an annual Family Engagement workplan that focuses on activities in six key areas of engagement: Parent Education, Communication, Volunteering, Participation, Decision-making, Collaborating with broader community
- Provide feedback and input about various CTN and system-wide initiatives as requested.
- Champion/increase awareness about CTN with other parents through professional, social and family networks.
- Help CTN connect with what other families and bring perspectives/feedback from CTN families in the community forward for discussion.
- Collaborate with other groups within CTN and at a provincial level.

Qualifications:

- Experience as a caregiver/family member of a child or youth who has special needs.
- Ability to share personal experiences and help foster a broader change that impacts the broader CTN community.
- Ability to listen to a variety of experiences with an open mind.
- Interpersonal skills.
- Commitment to CTN's vision and mission.
- Appreciation/awareness of the diversity of our families and their life experience.
- Professional and personal experience/skills are equally valued.

Details

1. FEC meets monthly from September-May (except December).
2. Meetings occur in Richmond Hill (13175 Yonge St.) or Barrie (165 Ferris Lane).
Teleconference/videoconference available for those unable to attend in person.
3. Time commitment: 2-4 hours/month (includes meeting time and time required for email reviews/responses of materials, etc.).
4. Members are appointed for three year-terms that are renewable for an additional three years. Shorter terms can be negotiated, but a minimum commitment of one year is recommended.
5. Potential applicants can attend a meeting as a guest to learn whether the committee may be an appropriate fit for them.
6. Any childcare and travel expenses incurred can be submitted for reimbursement according to CTN's policies.
7. Volunteers are expected to follow guidelines according to Health and Safety related information from CTN's representatives on the committee.
8. If you are interested in joining our FEC but unable to attend meetings please let us know as we will find a way for you to be involved.

For more information visit www.ctnsy.ca/About-Us/Family-Engagement.aspx or contact akrishna@ctnsy.ca.