**Want to Serve as a Parent/Family Representative?**

<County Name> Family and Children First Council (FCFC) is currently seeking **Parent/Family Representatives** to serve on Council. FCFC was established as part of the Ohio Family and Children First initiative. The mission is to increase the access, capacity, and effectiveness of services for youth and their families whose needs extend beyond any one youth-serving program, such as Developmental Disabilities, Education, Mental Health & Addiction Services, Juvenile Court, Children Services, etc.

**FCFC Family Representatives** provide their input and insight into the service delivery system by representing the perspective of families served by these programs. Representatives are full voting members of the FCFC.

***Minimum Qualifications:***

* A family representative should be receiving or have received services from an agency represented on the FCFC.
* A family representative cannot be employed by a mandated agency represented on the FCFC.
* A family representative should have an interest in creating a community where children/youth are healthy, safe and ready to learn.
* A family representative on a Clinical Committee must maintain strict confidentiality regarding family and case information disclosed at Clinical Committee meetings.

***Responsibilities:***

* Attend regular meetings of the FCFC for which you are elected.
* Maintain strict confidentiality regarding family/case information disclosed at Clinical Committee.
* Share family voice on the impact of proposed policies, activities, etc.
* Advocate for families receiving services.
* Assist in educating the public about Council goals and activities.
* Serve on subcommittees of Council as needed or based on individual interest.
* Give updates to Council on issues affecting families.
* Support professionals as they seek to work more effectively with families.
* Review FCFC plans, policies, and budgets to make sure we are using family-centered,

strength-based, and trauma-informed approaches.

* Serve on subcommittees that may interest you of FCFC.
* Educate the community about issues that impact children, youth and families.
* Assist in recruiting additional family representatives for FCFC and committee membership.

***Process to select family representatives:***

1. FCFC members are asked to recruit potential family representatives and submit to the FCFC Council Coordinator the name and contact information of a potential family representative for Full Council and open subcommittees.

2. Should an individual make a direct request to be a family representative, the individual must submit as a reference, the name, agency and contact information of a current member of FCFC in good standing. FCFC staff will contact the referring FCFC member for the reference.

3. FCFC staff will contact and meet with the potential family representative to provide an orientation to FCFC Full Council/FCFC subcommittee, review family representative responsibilities and provide the application forms for the committee to which the potential family representative is applying. The potential family representative will be invited to attend a FCFC Full Council/open subcommittee meeting.

4. The potential family representative/applicant submits the required application forms to FCFC staff.

5. FCFC staff shall present the application to the FCFC Full Council/FCFC subcommittee. The FCFC Full Council/FCFC subcommittee members shall vote on acceptance for membership.

6. If the family representative is applying for membership on the FCFC Full Council, the name of a family representative is submitted to the County commissioners for approval.

**Conflict of Interest:** If the family representative is aware of a potential conflict of interest, the family member shall immediately notify FCFC staff when a potential conflict of interest arises. The family representative shall abstain from voting on any case involving the potential conflict.

**Resignation from FCFC Full Council/subcommittee:** Should a family representative be unable to fulfill agreed upon attendance and meeting participation requirements, the family representative FCFC staff will discuss alternatives/resignation from the Full Council.

**Family Representative Application**

Thank you for your interest in becoming a family representative with the Family and Children First Council (FCFC). FCFC values the contribution of families and consumers and the important perspective they bring to discussions and decisions that affect families. A copy of the job description for Family Representatives is attached. As part of the application process, FCFC asks that you complete the following information.

Name

Address

Phone E-mail

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Applicant Signature) (Date)

Currently Employed? \_\_\_No \_\_\_Yes: If so where?\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Available Hours:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**1. What prompted or interested you in becoming a Family Representative?**

**2. Family Representatives are required to be receiving/have received services from FCFC or member agency of FCFC. From which FCFC member agency has your family received programs & services? (***Examples: HeadStart, Board of Developmental Disabilities, Children Services, Job & Family Services, Juvenile Courts, Mental Health & Recovery Services Board, Ohio Means Jobs.)*

**3. What issues that families & children are facing in our County need to be addressed?**

**4. Life Experience-Sharing parts of your unique story and experience, helps us advocate for others:**

□ Adoptive or Foster Parent □ Kinship Caregiver □ Parent/Caretaker □ English is a Second Language □ Child with a Developmental Disability □ Child with Special Education(IEP/504) □ Child with medical challenges □ Child with Mental Health Diagnosis □ Child with Multiple Complex Needs □ Served as A Family Advocate □ Advocate at Local/State Level □ Experience in Community Organization □ Volunteer with Non-Profit □ Knowledge of Child Serving Systems □ Knowledge of Mental Health □ Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**5. Skills—This is your time to shine and brag! *Check the boxes, you will learn new skills too...***

□ Small Group Participation □ Leadership Skills □ Basic Computer Skills □ Organization Skills □ Volunteer Coordination □ Communication & Public Speaking Skills □ Independent Worker □ Knowledge of Resources □ Time Management □ Relate Easily to Others □ Mediation Skills □ Other(s):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**6. What skills would you like to learn or grow?**