

Workforce Expert Advisory Group



easy
read

Introduction



Skills for Care makes sure people have the right skills to work in **social care** in England.



Social care is support you need to look after yourself. Social care workers include support workers, care home workers and social workers.



We get advice from a group of **experts by experience** called the Workforce Expert Advisory Group.



This group is made up of people with a learning disability, autistic people and carers.



The group will advise us and other big organisations about how to get the right people into jobs in health and social care and help them do their jobs well.

This information explains how the group will do this.

How the Workforce Expert Advisory Group works



The group thinks about any jobs in social care and sometimes health too.



It has a say in how employers:

- plan jobs
- choose people to do a job
- train and support people to do their jobs well
- deal with staff who aren't working well.



You can help the group work in different ways.

You can:

- join in with meetings
- answer questions by email.





You will speak for certain groups of people, like:

- people with learning disabilities
- autistic people
- carers

You will speak for these people by bringing ideas and suggestions from the other groups you belong to.



These might be:

- self-advocacy groups - these are groups of people that speak up for themselves to make their lives better.
- Online groups and networks



Your advice will help organisations improve their health and social care work.

We will pass the advice on to organisations that work with health and social care staff, like:



Department
of Health &
Social Care

- the Department for Health and Social Care - this is a government department



CareQuality
Commission

- the Care Quality Commission - this group makes sure all health and social care in England is good



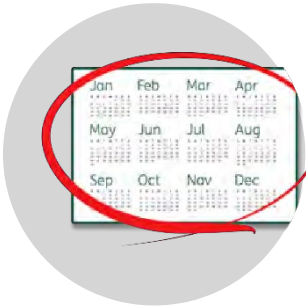
- local councils



- other important national organisations.



You will be paid for your time and for your **expenses**. **Expenses** are the costs you have to pay to go to meetings, like travel.



Currently, we have enough money for the group to work for 1 year.



Some things may change over time, like:

- who is in the group
- who leads the group
- how the group works
- how much money the group has
- what the group is trying to do.



How meetings work



In each meeting, video call or email we will think about 2 or 3 different things.



You can send your thoughts and ideas by email or bring them to the next meeting or video call.

We will put all of the ideas together.



Different Skills for Care staff will come to the group for advice. They will tell the group about their work and ask questions.



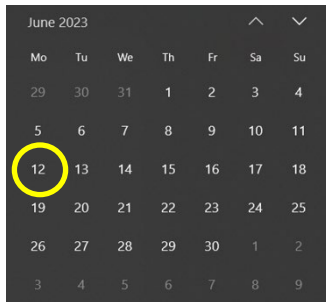
They will come back to the group later to say what they have done with the advice.



You can share information from the meeting with other groups you are part of.



Meetings are online using Microsoft Teams. We try not to use lots of written documents, or complicated words.



They are on the second Monday of each month in the afternoon. They last 2 hours.

We have a short break about half way through.

There is an extra meeting in the morning to get ready. You can come to this one if you want to.



Microsoft Teams is a computer programme.

We will help you get and use Microsoft Teams.



Sometimes we send the group some questions by email. You can answer the questions at the meeting.



The meetings are facilitated by someone who has a learning disability, and a co-worker.



Your answers will help us to do our work better.



We will tell you what we have done with your answers at a later meeting.

You will be able to get support from the group leaders.



We send out a plan before the meetings, and notes afterwards.

These will both be Easy Read.



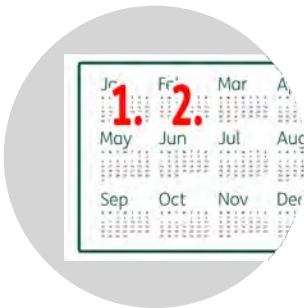
Workshops

A workshop is where we get together to talk about things and do activities.



Our workshops are more fun than normal meetings and include drama and games.

The workshops haven't happened since 2019 because of COVID-19. We might be able to have a workshop in the next year.



A workshop would last a full day, but it would include lunch, drinks and lots of breaks.