Job Vacancy: SEND Navigator – East Somerset

Fixed-Term, Part-Time (Term Time Plus)

£14 per hour | 20 hours per week over 3 days | Funded by The National Lottery

Location: Covering East Somerset, including Yeovil, Wincanton, Somerton, Castle Cary and Frome (with travel across Somerset and 1 office day per week in Yeovil)

Are you passionate about supporting families and making a difference in the lives of children and young people with additional needs? We are looking for a dedicated **SEND Navigator** to join our team at **Somerset Parent Carer Forum CIC**, covering the west side of the county.

About the Role

SEND Navigators play a key role in helping families across Somerset access high-quality information, understand their rights, and navigate the support systems available to them. You will work alongside families, professionals, and communities to build relationships and improve outcomes for children and young people aged 0–25 with additional needs and/or disabilities.

Key Responsibilities

- Collaborate with colleagues to organise support for families of children with identified or emerging SEND
- Provide accurate and timely information on a wide range of topics relevant to parent carers
- Promote the work and values of Somerset Parent Carer Forum within the community
- Help parent carers understand and support their child's needs
- Assist in organising and running events and training sessions for parent carers
- Capture and report common themes and emerging needs shared by families
- Uphold the values of equality, fairness, respect, and non-discrimination in all work

- Demonstrate a strong and active commitment to safeguarding

About You

You'll need to be flexible, organised, and approachable, with a genuine commitment to supporting families. Experience of working with parent carers or within a SEND-related role is an advantage, but training will be provided. A lived experience as a parent carer is welcomed.

About Us

Somerset Parent Carer Forum CIC is a parent-led, independent organisation supporting families of children and young people with additional needs and disabilities across Somerset. We empower families through information, peer support, training, and by ensuring their voices are heard in the design of services.

Terms and Conditions

- **Start date:** As soon as possible
- **Contract type:** Fixed term until July 2028 (subject to funding)
- **Probation period:** six months
- **Pay:** £14 per hour
- **Hours:** 20 hours per week, over 3 days (term-time plus – 40 weeks/year)
- **Location:** Covering East Somerset, including Yeovil, Wincanton, Somerton, Castle Cary and Frome (with travel across Somerset and 1 office day per week in Yeovil)
- **Holiday:** 5.6 weeks annual leave (including public/bank holidays), pro-rata

Job shares will be considered for the right candidate(s).

How to Apply

To apply, please visit **www.somersetparentcarerforum.org.uk** for the full application form, job description, and person specification. Alternatively, email **admin@somersetparentcarerforum.org.uk** or call **01458 259384**.

- **Closing Date:** 9:00 am, Thursday 26 November 2026
- **Interview Date:** Tuesday 1st December at our Yeovil office