

Belfast Trust Involvement, Experience and Coproduction Forum

Service User and Carer Role Description

Belfast Trust is establishing a new **Involvement, Experience and Coproduction Forum** to provide a meaningful opportunity for service users and carers to contribute to Trust-wide involvement activity and strategic developments.

Across the Trust, service users and carers already play an important role in shaping services through a range of involvement groups, projects and initiatives. The Involvement, Experience and Coproduction Forum will build on this valuable experience by bringing people together to share perspectives, utilise patient experience information, identify common themes and help influence key corporate and strategic pieces of work.

The Forum will help strengthen Patient Experience and Involvement across Belfast Trust by ensuring that service users and carers inform decision-making, service improvement and future developments.

Membership of the Forum will initially be for a two-year period. The Forum will meet four times a year, using a combination of online and in-person meetings. In addition to these meetings, members may have the opportunity to participate in smaller project groups, depending on their interests, experience and availability.

We are seeking patients, service users and carers who:

- Are currently involved with Belfast Trust through a service user, carer or involvement group, project or initiative.
- Have an interest in improving Trust-wide services.
- Can work collaboratively with others and consider different viewpoints.
- Are willing to participate in an induction and involvement training.

As a member of the Forum, you may contribute to:

- The development of the Trust's new Involvement, Experience and Coproduction Strategy.
- Trust-wide projects and strategic initiatives including the Trust Corporate Plan.

- Strengthening Care Opinion to enhance patient experience.
- The development of involvement training, resources and events.
- Work to improve how Belfast Trust involves service users and carers in decision-making and service improvement.
- Activities that raise awareness and promote involvement across the Trust.
- Additional task and finish groups to advance work across the Trust that match your interests and availability.

We're asking members to:

- Attend a minimum of two Forum meetings each year.
- Participate in a mixture of online and in-person meetings.
- Read meeting papers in advance and prepare where required.
- Contribute constructively to discussions.
- Respect the views, experiences and confidentiality of other members.

You will receive:

- An induction and access to training and support.
- Meeting papers and information in advance of meetings.
- Support or reasonable adjustments to enable your participation.
- Reimbursement of agreed out-of-pocket expenses in line with Belfast Trust guidance.

Interested?

We are inviting expressions of interest from service users and carers who are currently involved with Belfast Trust. If you are interested in becoming a member of the Forum, please complete this [Expression of Interest Form](#) by **Friday 16th October 2026**.

If you would like to find out more before applying, we will be holding an online information session on **Wednesday 7th October 2026 6:15 - 17:00pm**. This will provide an opportunity to learn more about the Forum, ask questions and hear what membership will involve. You can register to attend the session [here](#).