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**Focus Group**

**Participant Information**

**Involvement:** Participants can support the charity through Focus Group meetings to give feedback about their experience of the Southmead Project and contribute to key changes within the organisation.

**Groups:** Focus Group meetings will be held twice a year for participants to attend within office hours (9am to 5pm).

**Attendance:** Participants can attend as many or as few Focus Group meetings as they wish.

**Expenses:** Reasonable travel expenses will be paid and refreshments will be provided at meetings.

**Location:** Focus Group meetings will take place at the Southmead Project, 165 Greystoke Avenue, Southmead, Bristol, BS10 6AS.

**Role Description**

Participants of the Focus Group will work constructively together to help contribute to

the Southmead Project’s current and future development plans.

If you are interested in joining you will just need to be a current or past client of the

Southmead Project.

**Role Overview**

* Provide feedback regarding your experience at the Southmead Project.
* Explore and discuss key organisational developments and direction.
* Identify issues, common themes and trends, looking at how we as an organisation better meet our client’s needs.
* Review marketing material and social media.
* Analyse the Southmead Project’s data to identify issues of local concern.

**Confidentiality Agreement**

Please be aware that all participants will be required to sign a Confidentiality

Agreement before taking part in the Focus Group meetings.