

Facilities & Site Coordinator

This new committee role has been created so that the Society has improved oversight of the site facilities, can help identify repairs/replacement work needed and help keep the site functioning effectively & safely within its operating budget.

This committee role will suit someone who has a good knowledge/understanding of the built environment and/or experience of building and asset maintenance and the lifecycle of communal facilities. Ideas to improve the site/facilities are always welcomed.

As the site is owned and largely funded by Manchester City Council, any major site works are completed for the Society but there will likely be some minor coordination of external contractors for small site repairs reported by the Society.

Being part of an established committee, you will benefit from the support and knowledge of team of plot holders who meet once a month, working together to keep the site running as smoothly as possible.

Responsibilities of the role:

- Oversight of site facilities, repairs, hazards
- Coordination of small site repairs/works/contractors
- Cabin/supplies/maintenance
- Composting toilet/supplies/maintenance
- Water supply/leak support (management/tap replacements/clamp-offs)
- Annual survey of site assets to help inform an annual sinking fund budget review
- Site security support (Locks/gates/fencing)
- Helping reduce driving speeds on the site