

Learning & Events Coordinator

This new committee role has been created to help the Society develop its Plot holder education offer and increase engagement across the Society membership.

This role will suit someone who has some experience in the set up and coordination of community learning activities and small community-based events for an established Society membership audience. The person taking up this role will have a good understanding of how to engage people, be able to spot learning opportunities/needs and be able to work collaboratively with the committee in the identification and delivery of new/existing learning & events. Knowledge of social media & article writing would be a plus, as would having basic IT skills although some support would be available.

Being part of an established committee, you will benefit from the support and knowledge of team of plot holders who meet once a month, already working together to keep its Society members engaged and informed.

Responsibilities of the role:

- Plot holder survey & planning of an annual learning calendar (inc. budget/resources/publicity)
- Coordinate & book Plot holder learning event
Internal/External providers
- Coordinate Plot buddy-led learning sessions
- Coordinate any Society external event participation
- Coordinate & co-manage the annual show & BBQ
- Coordinate & co-manage the annual Plot open day event