

MONMOUTHSHIRE MEADOWS GROUP TRUSTEE VACANCY

Seeking an Events Coordinator

Would you like to help us make a difference to nature conservation in Monmouthshire? Monmouthshire Meadows Group is looking for an enthusiastic team member who can help organise and support our programme of meetings, talks, open meadows days and other member events. The role would involve working with committee members and volunteers to coordinate venues, bookings, publicity and event arrangements.

What we do

Monmouthshire Meadows Group is a small charitable organisation run by volunteers and devoted to conserving and restoring flower-rich grasslands in Monmouthshire and surrounding counties in South Wales. We own or manage 3 small grassland reserves in Monmouthshire. Our members and supporters include owners of meadows small and large; organic and regenerative farmers; and community groups looking after churchyards and public lands. We are governed by a committee comprising 8 Trustees. More details can be found on our website: <https://monmouthshiremeadows.org.uk/>

We run a series of events throughout the year, including:

- Spring AGM with invited speakers and an evening meal (external caterers)
- Field events including botanical identification courses, training days (scything etc), fungi identification
- Meadow Open Day(s) in June
- Attendance at a variety of events organised by other organisations e.g. Monmouth BeeFest
- Autumn meeting, usually 2 or 3 speakers and a discussion on a Sunday afternoon meeting by tea and cakes provided by the trustees and volunteers
- Cluster meetings – this is relatively new for us, and members of our Gwehelog cluster are very active in organising events themselves

Skills and expertise

Good organisational and communication skills are essential; experience of event planning would be helpful but is not essential. An interest in wildlife, conservation or community engagement would also be welcomed.

Time commitment:

This is an unpaid volunteer role. As a minimum Trustees are expected to attend:

- Bi-monthly trustee meetings; each trustee is expected to attend at least 4 meetings per year
- Spring AGM and Autumn meeting

We are particularly keen to hear from individuals with skills complementary to those of the current trustees, and those willing to put in extra time between meetings.

Tenure

Trustees will be appointed for a 3-year term, with an extension for a further 3-year term by mutual agreement.

Applications

If you are interested or would like to find out more, please contact us for an informal chat:

President: Dr. Steph Tyler MBE steph_tyler2001@hotmail.com

Chair: Dr. Sally Jones FRCPCH monmeadowsgroupchair@gmail.com

***Help us inspire more people to value and conserve
Monmouthshire's wonderful wildflower meadows.***