

Special Interest Group Coordinator

Up to 2 years

Purpose

Responsible for organising Special Interest Groups (SIGs) and other non-session activities at YFGM (not including entertainments or epilogue); working with individuals and groups at YFGM to arrange particular sessions and activities.

Duties

- Work independently and with YFGM members to organise activities and SIGs at gatherings, including:
- Proposing speakers from both within YFGM and outside
- Liaising with potential speakers
- Following up with speakers and YFGM about the activities
- Allocating time-slots and rooms to activities
- Approving small amounts of expenditure from the SIG budget

What you could gain from the role

- A wider knowledge of the range of activities going on in the Society of Friends
- Building up contacts throughout the Society of Friends and beyond

Skills required

An understanding of what is of current interest to members of YFGM

Organisational capacity to liaise with one speaker per YFGM and potentially several leaders of SIGs, some of whom may not be YFGM members.

Time commitment

Attending all YFGMs and planning weekends.

Requires some time between gatherings and planning weekends for liaising with speakers/SIG leaders.