

Somersetshire Coal Canal Society

Role Description – Work Party Organiser

The Society organises restoration work parties at various locations along the canal route. Each work party is led by a Work Party Organiser. The duties of the Work Party Organiser include the following:

- To plan and publicise dates and locations of each work party, informing potential volunteers of the appropriate clothing, tools and refreshments to bring with them
- To provide the appropriate tools and safety equipment from the Society's stocks to allow the work to take place safely
- To carry out, and communicate to all volunteers, appropriate risk assessments for the planned work and take all necessary steps to ensure a safe working environment for the day
- To manage the volunteers during the work party
- To maintain site barriers, etc. to ensure the safety of the public during and after the work party
- To manage the Society's tool and equipment inventory ensuring that they are securely stored and in good condition
- To present requests to the committee for any funds necessary to repair or replace tools and equipment and to replace consumables
- To liaise with affected landowners before and after the work party projects
- To inform the Society committee of project progress, achievements and challenges