

Grange Lane Allotment – Committee Role Description	
Role	Committee Member (Without Portfolio) x 3
Role Purpose	To contribute to the work of the Grange Lane Committee and the effective management of the site
Responsibilities	<ul style="list-style-type: none"> • To contribute towards the work of the committee overall • To support committee members with specific responsibilities as needed • To lead on, or participate in, projects throughout the year • To participate in general activities on the site during the year • To promote the interests of Grange Lane Allotments • To be an active member of the committee including attendance at monthly and ad-hoc committee meetings, sub-group meetings if required, and annual away-day
Skills needed	<ul style="list-style-type: none"> • Good communication and interpersonal skills • IT skills • Knowledge of allotment site management
Time Requirements	Minimum two hours per month for attendance at committee meetings and once a year away-day. Other time commitments depend on level of involvement in particular projects and activities.

6/1/2022