

Campaigning Awards Committee Secretary

CAMRA's Campaigning Awards Committee is recruiting a secretary.

We're looking for someone with experience of taking and writing up minutes, and ideally, committee experience (either at CAMRA or in another voluntary or professional capacity).

You will have excellent organisational skills, access to a PC (with camera), laptop or tablet, and Microsoft Word and Teams.

CAMRA's branded template documents will be made available to you, along with previous minutes and agendas. Our meetings are recorded (to aid minute taking) The previous secretary will also offer advice and guidance when requested.

The Committee meets the second Wednesday of every month, mostly online via Teams, but occasionally in person for which travel expenses can be claimed. Virtual meetings are on a weekday evening for between one and one and a half hours.

The Committee meets online on the second Wednesday of each month, with the next meetings on 10 September, 8 October and 12 November at 7.30pm. You are more than welcome to join us.

To find out more and apply, please contact volunteer.services@camra.org.uk in the first instance.

