



THE ARTS SOCIETY SUSSEX AREA

From March 2018 a vacancy will exist for the volunteer post of **Honorary Area Secretary** for the Sussex Area of The Arts Society, joining the Sussex Area Committee. Area teams do not manage individual societies (which are autonomous), but do collate information on their volunteering (heritage, church recording, children's trails and young arts) and to some extent coordinate these activities, providing advice on their scale and diversity, and the standards expected. Area has other functions, for example organising the exchange of information on suitable lecturers, outings and holidays, providing a channel for the sponsorship of students training in the practical fine arts, and (via advisory seminars) assisting local Committee members who may be new to their responsibilities. Finally, Area representatives attend national Committee meetings to provide feedback to the professional and volunteer staff in The Arts Society House in London.

The basic tasks are to be the minute taker at Area meetings (two formal and one informal a year) and to administer the paperwork associated with the tasks outlined above, however the job can be shared and training and advice will be available from the retiring Secretary, Pat McChesney. The Area Committee meets twice a year. Mobility (i.e. a car) and basic IT skills are needed, but reasonable expenses can be reclaimed from the Area Treasurer. If you are interested, please contact **David Bignell** (Deputy Chairman Sussex Area) on bignellde@aol.com or leave a message on 01737 218047.