Dear Bat Group Members,

Gloucestershire Bat Group is looking to recruit new Committee Members for  
the following positions.

**Chairman/Chairperson  
Bat Group Secretary  
Walks and Talks Officer**

These are interesting roles which enable you to play a full part in the activities  
of the Bat Group. Whilst some knowledge of bats is helpful, the Role of  
Secretary and Walks and Talks Officer rely more on common sense and your  
ability to communicate well. The Chairman’s position does require a little more  
experience as the role involves overseeing Bat Group activities and advising on  
matters where there is a decision to be made.

The time commitment varies with the seasons but should not be onerous – we  
are all volunteers with other significant commitments. There is no formal  
process to go through and no exams to sit! We are just a small, friendly group  
of committed enthusiasts seeking to protect the local bat population and  
encourage others to do the same.

For your interest, please note that the other committee posts include  
Treasurer, Membership Secretary, Events Co-ordinator, Technical Support and  
Equipment Officer with other committee members supporting these roles.

**Chairman/Chairperson**  
The main tasks are to:  
• Take a leading role within the committee.  
• Chair committee meetings, facilitate discussion and help with decision  
making.  
• Ensure that the activities of the Committee and membership are  
conducted effectively and safely within a friendly and caring  
environment.

**Bat Group Secretary**  
The main tasks are to:  
• Arrange approximately 4 meetings per year and take the minutes.  
• Receive incoming emails and either respond to them directly or forward  
the mail to the appropriate committee member.  
• Liaise with other committee members to ensure the smooth and  
effective running of the Bat Group.

**Walks and Talks Officer**  
The main tasks are to:  
• Consider requests for a bat walk and/or a bat talk.  
• Ask the membership (via email) if anyone is willing to conduct the  
walk/talk.  
• Connect the person requesting the event with the Bat Group volunteer.  
You are not expected to organise events, just help them to happen.

Please contact me if you would like further information regarding any of these  
posts.

Regards to all,  
David.  
David Worley (Committee member GBG)  
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