

## SUPPORT POSITIONS REQUIRED FOR CDT MAINTENANCE/DEVELOPMENT

Delivering the developments and maintaining activities at their current level will only be possible if people come forward to provide their local knowledge, and their skills and experience. Please consider what you can provide and mark expressions of interest in the relevant boxes below:

Support areas and Volunteer Work Needed	Mark X
	<b>as interested</b>
<b>Business Development</b>	
Business Development Group Chair and Business Development Group members	
<b>Comrie Heritage Group</b>	
Additional group members to plan and oversee developments and support existing work programme	
<b>Events and Sports</b>	
Additional event planning and event management volunteers for group meetings and event support	
<b>Orchard and Woodland</b>	
Additional group members group meetings and work activity in the Orchard and on the hill ground	
<b>Communications</b>	
Communications Group Chair and 2 communications volunteers for a wide range of tasks	
<b>General Administration</b>	
Admin/HR Group Chair and 2 part time office volunteers to work with staff and current volunteers	
<b>Tenancy Management</b>	
Lead Board Member to support staff with tenancy matters, lettings, hut user liaison and finance issues	
Legal advice – voluntary support required for legal advice on contracts and other tenancy matters	
2 x tenancy management volunteers	
<b>Facilities/Estate Management</b>	
Maintenance volunteers to support work to maintain the site for community users and visitors	
<b>Financial Planning/Financial Management</b>	
1 x Finance assistant – incomes and expenditures – to support CDT Treasurer and Finance Officer	
1 x bookkeeping volunteer - to assist with accounts – rental/charges/grant income – project costs	

Name: .....

Address: ..... Post Code: .....

Phone Number: landline ..... mobile .....

E-mail Address: .....

**Please complete and return to: Comrie Development Trust, Hut 3, Cultybraggan Camp, Comrie, PH6 2AB**  
**Or email details to: [cdt@comriedevelopmenttrust.org.uk](mailto:cdt@comriedevelopmenttrust.org.uk); Website: [www.comriedevelopmenttrust.org.uk/](http://www.comriedevelopmenttrust.org.uk/)**



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