

## Ipswich Green Party Committee Roles



### **Coordinator – Andy Patmore & Ned Harrison (job share)**

- General party coordination

### **Local Party Contact – Andy Patmore**

- The public face of the party dealing with queries

### **Treasurer – Judith Merrill**

- Regular review of finances
- Issue quarterly and yearly financial reports
- Needs signature on account

### **Nominating Officers – Ned Harrison & Andy Patmore**

- Validating election candidates

### **Membership Secretary – Jude Rook**

- Maintain up to date record of members
- Respond to requests for information from central organisation
- Send out "welcome" emails to new members
- Email information to members (access to Membership Database)?

### **Local Support Officer - John Mann**

- Minute Taking
- Ad hoc support

### **Equality & Diversity Officer – Adria Pittock**

### **Trade Union Officer – Martin Hynes**

### **Young Greens Coordinator - Vacant**

- Organise Young Greens events and meetings
- Create further YG roles - for leafleting, social media etc.

### **Women's Officer - Vacant**

### **Election Administrator - Ned Harrison**

- agreeing/identifying candidates to stand in wards
- supporting candidates to submit completed paperwork

### **Green Ipswich Officer - Jenny Rivett**

### **Media & Communications - Mike Medhurst**

**Data Controller (GDPR) – Ned Harrison**

**Social Media Officer – VACANT**

- Post regular updates on social media accounts

**Website Officer – VACANT**

- Keeping the website updated & engaging

**Campaigns Manager – VACANT**

- Overseeing winning campaigns in Target Wards