

Medway Queen (Heroine of Dunkirk)



Voluntary Position Vacancies

As the lockdown is eased we are looking forward to work restarting on Medway Queen's fitting out and a return of visitors on Saturdays. No dates are confirmed yet as all depends on the pandemic and the easing of the statutory precautions but, needless to say, our Management Committee and the volunteers are eager to get back!

The Trustees and other members of the Management Committee are giving thought to the 2021 programme which should include making the ship available as a venue for hire; catering for meetings, parties etc. An outline of the work planned is on Medway Queen's website. Again all is Covid dependent but we want to be ready. These thoughts have led to an assessment of our organisation and we know we'll need extra help in all areas. Volunteers for the workshop and tour guides for Saturday opening are always wanted and welcome. In addition we have identified some specific organisational vacancies.

All are voluntary positions, although pre-authorised expenses may be claimed at cost. In this voluntary context the exact job descriptions and areas of responsibility are negotiable to suit both the candidate and the Management Committee. All volunteers are expected to become members of MQPS if they have not already joined.

Treasurer

Ultimately a Trustee position, to take responsibility for management of the MQPS financial matters including financial control and reporting. Heading fund-raising campaigns will also be an important part of the brief. MQPS currently hire a contracted book-keeper on an "as needed" hourly basis and this is expected to continue. It is envisaged that a new appointee will be co-opted to the management committee while he/she gets to know the role and the society with a move to formal Trustee as and when the candidate and existing Trustees agree that is appropriate. The position requires an appropriate employment background, a knowledge of charity finance requirements and an ability to attend the ship or office on a fairly frequent (at least weekly) basis. Management meetings are currently held monthly on a Monday.

Venue Manager

It is our intention to hire out PS Medway Queen in a static role as a venue for events, parties, etc. This will require a Manager to arrange all aspects of the operation, working closely with the existing "Saturday Team" who conduct public open days and ship tours. Ideally the position will include membership of the Management Committee with the possibility of becoming a Trustee in future. The Venue Manager will be responsible for all aspects of the hire process following a procedure to be mutually agreed. This position requires appropriate experience of managing small venues and the appointee must be able to attend the ship frequently to oversee all hire activities including security and safety.

Venue Assistant

This position need not be a Management Committee place, but could be. The candidate must be local enough to attend the ship with the Venue Manager, or in lieu of the Venue Manager, when required. Relevant experience would help but a willingness to learn and cooperate with the Venue Manager is most important. It may be advantageous to share this responsibility between two individuals.

In order to progress we need not only money but also the right people. Anyone interested is invited to contact the Medway Queen Preservation Society on 01634 575717 or by email on info@medwayqueen.co.uk.

Richard Halton

March 2021

Editor's notes:

Contact for this item: Richard Halton richardhalton1502@gmail.com

More information www.medwayqueen.co.uk

The New Medway Steam Packet Co. Ltd.

UK registered charity; 296236.

