



## MINERS WELFARE RECREATION GROUND

Charity No: 520757

### Volunteer Co-ordinator

#### JOB SUMMARY

Contract Type	Fixed Term (part-time) for 12 month
Working Pattern	10 hrs per week including evening and weekend work
Advert start date	29 <sup>th</sup> June 2026
Advert end date	<i>Closed for applications on 17<sup>th</sup> July 12 noon</i>
Salary	£24,027- £24,407 pro rata -
Location	Chilton Town Council and Pavilion Park

#### FURTHER INFORMATION

Miners Welfare Recreation Ground is the Charity Trust of Chilton Town Council, established in 1920 to be applied to “purposes connected with social wellbeing, recreation and conditions of living, of workers in or about coal mines” it continues to deliver its mission to promote wellbeing and enhance social engagement for the Chilton and Windlestone community (which still include the former mining families) through leisure, recreation and sport and build on its heritage and purpose, contributing to improving social cohesion.

We are looking for a highly motivated and enthusiastic individual who can help build a volunteer team to deliver the key objectives of our funded heritage project Chilton: Our People, Our Place, Our Heritage and support the long-term sustainability of the Charity Trust.

The Heritage Lottery funded project focuses on transforming the 1920's Pavilion Building and Park into a Heritage Exhibition Centre and community hub. You will play a key role in recruiting and supporting volunteers across a range of activities including

- **Archive & Research:** Uncover, catalogue, and preserve local stories and photographs.
- **Community Outreach:** Guide visitors, run family activities, and share Chilton's history
- **Site & Grounds:** Help maintain and develop the Miners' Welfare Recreation Ground.

You should have a proven track record of volunteer management or co-ordination in a heritage or community project and experience of working to set targets and achieving positive outcomes.

The person appointed will be directly responsible to the Project Lead.

The role will be based across two sites, Chilton Town Council Offices and the Pavilion, Heritage Exhibition Centre within the Recreation Ground.

If you are a self-motivated individual capable of working without direct supervision; able to plan your own workload and that of others to meet specific deadlines; have enthusiasm and a flexible 'can do' attitude we would like to hear from you.

Candidate information including job description, person specification and application form is available from [joanne.dickinson@chiltondurham-tc.gov.uk](mailto:joanne.dickinson@chiltondurham-tc.gov.uk)

For an informal discussion regarding the post please contact Cllr. Sue Reece on 07785511286. The closing date for applications is **17<sup>th</sup> July 2026** applications must be submitted via email to [joanne.dickinson@chiltondurham-tc.gov.uk](mailto:joanne.dickinson@chiltondurham-tc.gov.uk)

Interview date: week of the 27<sup>th</sup> July 2026.