



Job Description – Thatching Spar Officer

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| Job Title: | Spar Officer |
| Salary: | None (voluntary position) |
| Hours: | Estimated at circa 40hrs per annum (remote working) |
| Annual Leave: | n/a |
| Accountable to: | Directors & Member Groups. A Director will be specified to be the main point of contact with the Board |
| Partnerships: | Any stakeholders on NCFed spar related projects |

About the Role:

The Spar Officer will be the voice of NCFed in relation to the production of thatching spars and issues surrounding their production, quality control, market demand and liaising with external stakeholders such as the National Society of Master Thatchers (NSMT).

Officer Specific Responsibilities

- Develop and support the on-going viability and vitality of the spar making industry
- Respond to spar related enquiries on behalf of NCFed
- Support Directors & affiliated groups in their understanding of the needs of spar and gad makers
- Lead on working with Affiliated Groups to encourage group members to work together to create robust local supply chains for gads and spars
- Keep abreast of developments within the thatching industry and report to Directors/Membership any major changes in policy/markets that could affect the coppice industry
- Attend 4 x General Meetings per year (undertaken via online software) to report any developments in the spar making field to NCFed Membership
- To be a point of contact between NCFed & NSMT, feeding back to NCFed Directors and/or Membership as appropriate.