

Wellington Town Council

Town Mayor
Cllr Anthony Lowe



Town Clerk
KAREN ROPER
B.A (Hons), DMS.
Civic Offices
Larkin Way
Wellington
Telford TF1 1LX
Tel: 01952 567697

E Mail:

wellingtontowncouncil@telford.gov.uk
www.wellington-shropshire.gov.uk

WELLINGTON TOWN CRIER

JOB DESCRIPTION

The post of Wellington Town Crier is initially for the period of 1 year, after which there will be the option for renewal on an annual basis subject to the Town Council being satisfied with the performance of the person in question.

Responsibility

The appointee represents Wellington and its residents so you are expected to maintain a high standard of appropriate behaviour and courtesy at all times during your duties and at competitions. You are required to be clean, smart, sober, polite and jovial.

Costume

The appointee will receive items of clothing in order to perform their duties. These will remain the property of Wellington Town Council and must be returned at the end of the appointment. Wellington Town Council will reimburse dry cleaning costs for the uniform for up to but not exceeding three times per financial year.

Skills

Wellington Town Crier is required to write a relevant cry for each event they are engaged. Approval will be required by the Town Clerk, or her assistant, prior to performance. Word limit for cries is 100-200 words. All cries must commence with 'Oyez, Oyez, Oyez' and must conclude with 'God save the Queen'. All cries must be non-political and non-religious and must be in good taste and in the spirit of the role. You will be expected to have and develop a good local knowledge, with an understanding of the Town and its history.



Duties

It is anticipated you will attend all Wellington civic events. You will liaise with the Town Clerk, who will be your Line Manager, regarding all matters concerning your role.

It is anticipated you will attend all major events in the Town i.e. Wellington Festival in June-July and Christmas in Wellington at the end of November. There may be other important events to announce, all in consultation with the Town Clerk. It is anticipated you will be invited to perform cries throughout the year promoting various charitable events (coffee mornings, fetes etc.) Many of the neighbouring villages may also wish to use your services at their summer fetes, attendance at these will be at your own discretion and subject to authority from the Town Clerk. The Town Council reserves the right to refuse permission for any activity which they may consider inappropriate or contrary to the policies of the Town Council.

Voluntary position

The post of Town Crier is voluntary and unpaid however the Town Council agrees to give favourable consideration towards a nominal honorarium to contribute to wear and tear of parts of your attire not provided by the Council and as a token of the Council's gratitude.

Insurance

The Council agrees to include your position within its Public Liability Insurance.

Other income

Invitations to perform commercial cries for local businesses in the area, e.g. opening of stores, are both encouraged and allowed, subject to approval from the Town Clerk. Fees for such engagements will be negotiated by you and be yours to keep. The council reminds you that such income must be declared to HMRC as appropriate. The Town Council reserves the right to refuse permission for any activity which they may consider inappropriate or contrary to the policies of the Town Council.

Membership

You are encouraged to join the nationwide Ancient and Honourable Guild of Town Criers and the annual membership will be reimbursed to you. Attendance at competitions, unless at your own expense, must be agreed in advance by the Town Council.

Please note:

Any person found by the Town Council to be in serious breach of any of the above conditions, or otherwise be considered as having bought the position into disrepute, will be immediately removed from the role of Wellington Town Crier. Any person who has been dismissed by the Town Council from the post of Wellington Town Crier, for bringing the position into disrepute, will not be eligible to hold the post at any other time in the future.



WELLINGTON TOWN CRIER

Terms & Conditions

The position of Town Crier for Wellington is open to male and female applicants who enjoy good health as the role can require extended periods of standing. Is it desirable that applicants possess the following:

- Excellent written and oral communication skills
- An outgoing personality
- Reasonable knowledge of the history of Wellington or be able to acquire same
- Proven reliability
- Access to transport
- Ability to project voice
- Strong ties to Wellington

1. All applicants must have a strong desire to be the Town Crier for Wellington.
2. Each applicant must complete an application form. The signed Application Form is evidence of the applicant's consent to these terms & conditions.
3. Applications not made in accordance with these terms and conditions will be invalid and not considered.
4. The decision of Wellington Town Council to accept or reject an application is final. No correspondence will be entered into.
5. Wellington Town Council will shortlist all qualifying applicants.
6. Shortlisted applicants will be required to attend a social gathering with fellow applicants and Councillors at a time and dates to follow.
7. Invited applicants will be required to perform their cry to the public in the Town Square at a time and date to follow.
8. All decisions made in relation to the successful applicant and appointment of the new Town Crier will be final.



WELLINGTON TOWN CRIER

The position of Town Crier is an internationally recognised ancient and honourable position. Wellington Town Crier is an honorary, voluntary post for which Wellington Town Council acts as appointing body and agent. The Town Crier is a very public ambassador for Wellington and as such the post holder will be expected to abide by certain rules. All applicants are requested to read the Job Description and Terms & Conditions before submitting an application.

APPLICATION FORM

APPLICANT DETAILS (Please print clearly)	
Name	
Address	
Contact Numbers Home	Mobile
Email Address	
Do you have access to transport? Please circle	
Yes	No
Do you have any criminal convictions? Please circle	
Yes	No
If you answered yes to the above question, please provide further details	



Please explain why you would be suitable for the role of Wellington Town Council's Town Crier.



WELLINGTON

Please write below an original cry based on 'Wellington'. Your cry must be between 100-200 words.

(please note if your application is shortlisted you will be required to perform this cry to the public on a date to be agreed)

Declaration

I have read and accept the Job Description and Terms and Conditions for the Wellington Town Council Town Crier position

Please note that by signing this application, the successful applicant agrees to Wellington Town Council completing a criminal history check prior to being engaged as the official Town Crier.

Applicants signature

Date

Please send your completed application to Wellington Town Council,
Civic Offices, Tan Bank, Wellington, Shropshire TF1 1LX or
email Wellingtontowncouncil@telford.gov.uk