



**TEWKESBURY
TOWN COUNCIL**

*Are you the new
Town Crier & Town Sergeant
for
Tewkesbury Town Council?*

Can you command a crowd and out-shout the wind?

Do you have a sense of humour and a good set of lungs? Do you like the idea of wearing a ceremonial uniform? If so, then you might be the person for us!

Tewkesbury Town Council is searching for a new Town Crier & Town Sergeant. If you think you have the voice, the desire and passion then please let us know!

Further information can either be downloaded at www.tewkesburytowncouncil.gov.uk or can be collected from the office at the Town Hall, Monday to Thursday 9.30am to 3.00pm



TEWKESBURY TOWN COUNCIL

TEWKESBURY TOWN COUNCIL TOWN CRIER AND TOWN SARJEANT CANDIDATE INFORMATION PACK

APRIL 2024

Thank you for your interest in the role of Town Crier & Town Sarjeant. This pack contains all the information that you will need to support you in making an application.

The closing date for applications is 30th April. Interviews will be held in May.

Applications by covering letter letting us know why you are the next Tewkesbury Town Crier can be submitted by e-mail to townclerk@teWKesburytownCouncil.gov.uk or by post to the Town Clerk, Town Hall, High Street, Tewkesbury GL20 5AL or in person at the office.

CV's will not be accepted.

If you would like any further information please contact our Town Clerk, Debbie Hill at the Town Council office on 01684 294639.



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CONTENTS

Information about the role of Town Crier & Town Sarjeant

- Role description
- Terms & conditions
- Application form

Information about Tewkesbury Town Council

Further information about the Town, and the work of the Town Council can be found on our website <http://www.tewkesburytowncouncil.gov.uk>



TEWKESBURY TOWN COUNCIL

TOWN CRIER AND TOWN SARJEANT ROLE DESCRIPTION AND TERMS & CONDITIONS

KEY RESPONSIBILITIES AND ACCOUNTABILITIES

PURPOSE OF THE ROLE

To perform Town Crier duties at Tewkesbury Town Council civic events and to act as Town Sarjeant on behalf of Tewkesbury Town Council.

SKILLS REQUIRED FOR THE ROLE

- You will need to have a voice that is able to be well projected with clarity
- Knowledge of the local area is essential and you will need to be able to provide or develop a comprehensive knowledge of historical information about Tewkesbury town
- Proficient at giving orders as you will be required to perform Parade Master duties at the Remembrance parade
- Have the skills necessary to compose cries as required
- You will need to be a people person as this is a high profile local role and you will need to be able to converse at ease with (not limited to) members of the public, local press and media, Town Council Officers, Town, Borough and County Councillors, Politicians, Military Personnel, Gloucestershire Lord-Lieutenant, Vice Lord-Lieutenant and Deputy Lieutenants, members of the Royal Family.

UNIFORM

The role holder will be provided with tailor-made livery and equipment to perform their duties. These will remain the property of Tewkesbury Town Council. It will be the role holder's responsibility to ensure the livery is kept clean and a well-maintained appearance.



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DUTIES – CIVIC EVENTS

You will be required but limited to attend the following civic events:

- Mayor Making (held in May)
- Mop Fair (held in October)
- Remembrance Sunday parade and service
- Civic Service (if held)

You will liaise with the Town Clerk who will be your Line Manager (or the Deputy Town Clerk in their absence).

OTHER LOCAL EVENTS

- You may be requested to perform cries throughout the year at various other community and charity events across the Parish of Tewkesbury Town
- Other organisations may also wish to engage your services
- Attendance at these will be at your own discretion in conjunction with the Town Clerk
- You are entitled to charge a fee for any commercial type attendance

PERSONAL MATTERS

- To act in a professional manner at all times when performing your duties
- To become a member of the Ancient and Honourable Guild of Town Criers and to comply with their rules and regulations
- When performing your duties to display no political persuasion
- To start every cry with 'Oyez, Oyez, Oyez' and to end every cry with 'God Save the King'

HONORARIUM

The Town Council pays an annual honorarium of £1,000.



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GENERAL INFORMATION

- The position of Town Crier Tewkesbury Town is open to male and female applicants aged 18 years and over who enjoy good health as the role requires extended periods of standing
- Applicants must have a commitment to performing the role of Town Crier and possess the skills as detailed in the role description
- The post holder will be expected to be responsible for his/her own personal health, safety and welfare
- The post holder will be covered for public liability under the Town Council's insurance policy
- Applicants should complete and sign the Town Council's application form in order to apply for the role
- Shortlisted applicants will be invited to meet with a panel of Councillors and the Town Clerk. It is anticipated that the current Town Crier will also be in attendance. Applicants should prepare a sample cry that they are prepared to perform at this meeting and should also be prepared to perform this cry outside the Town Hall in public (details will be provided on the standard salutation and subject of the cry)
- All decisions made in relation to the successful applicant and appointment of the new Town Crier will be final and no further correspondence will be entered into