

## **JOB DESCRIPTION**

**JOB TITLE: Town Crier**

**RESPONSIBLE TO: tbc**

**LINE MANAGER: Town Clerk**

### **Period of Appointment**

The post of Witney Town Crier (Deputy) runs parallel to the term of office of the Mayor, 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 appointee.

### **Responsibility**

The appointee represents Witney and its residents and will be expected to maintain a high standard of appropriate behaviour and courtesy at all times whilst on duty and is required to be clean, smart, sober, polite and jovial.

### **Costume**

Any costumes provided by the Town Crier will remain their property

All cries must commence with 'Oyez, Oyez, Oyez' and following proclamations must be approved by the town clerk

All cries must be non-political and non-religious and must be in good taste and in the spirit of the role.

### **Duties**

The appointee will be required to act as announcer and or toast-master Town Council events including, but not limited to civic functions and town celebrations. The town crier must only attend events in role that are official town council business and be invited to do so through the town clerk.

Where the Town Crier is present in a private capacity, or other than as Town Crier, he/she will not form part of the Civic Parade.

### **Voluntary position**

The post of Town Crier (Deputy) is voluntary.

### **Expenses**

All travel and other expenses will be the responsibility of the Town Crier (Deputy).

### **Insurance**

The Council agrees to include positions of Town Crier and Deputy Town Crier within its Public Liability Insurance.

### **Guild of Town Criers**

The Town Crier (Deputy) are encouraged to join the nationwide Ancient and Honourable Guild of Town Criers and the annual membership fee will be reimbursed by The Town Council. Attendance at any competitions 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 Witney (Deputy) Town Crier.

Any person who has been dismissed by the Town Council from the post of Witney (Deputy) Town Crier, for bringing the position into disrepute, will not be eligible to hold the post at any other time in the future.