

Volunteer Role Profile

Volunteer Role	Surrey Area Footpath Secretary
Volunteer Manager	Area Chair via Surrey Area Council
Where you will be based	Home and the Local Area

Why we want you

The Surrey Area Footpath Secretary is a critical role that coordinates the Ramblers' aim of protecting and enhancing the local rights of way network. It is both a campaigning and coordination role.

Commitment: 2-4 hours weekly, the role to be for a duration of between 2 and 5 years.

What you will be doing

- As the Surrey Area Footpath Secretary you will be coordinating other Ramblers volunteers who work locally on rights of way issues, in particular the Local Footpath Secretaries in Surrey (LFS).
- You will be one of the Ramblers key contacts with the local highway authority countryside access department, obtaining new information about local footpath conditions as well as representing the organisation at meetings and any public-facing events.
- Additionally, you will be working with Central Office to ensure that all relevant information is distributed to the Surrey Local Footpath Secretaries (LFS), keeping everyone in the area up-to-date and enabling them to play their roles successfully and safely.
- By monitoring local footpath conditions, liaising directly with local authority officers, supporting practical path work and coordinating other local Ramblers volunteers, you will help to maintain and improve local footpaths, as well as further your leadership and communication skills.
- Manage the Surrey Area's interaction with its local authorities on all matters relating to rights of way.
- Co-ordinate the rights of way work across the Area, for instance through contact with local Ramblers Groups.
- Keep yourself informed of matters relating to rights of way in the Surrey Area through information sent from Central Office, from local Group networks, local access forums and from local highway authority or from other relevant authority.

- Report footpath problems to the highway authority and monitor progress and any action taken. Look for opportunities to extend the footpath network.
- Assess and respond to proposals to change the path network. (This is currently delegated to the LFS in each district)
- Comment on local authority plans or strategies where they refer to rights of way (e.g. Rights of Way Improvement Plans).
- Collect evidence for the addition of paths to the definitive map and defend the status of existing recorded paths.
- Organise footpath surveys and liaise with the Area Publicity Officer to publicise the results, and report footpath successes to Central Office. (Currently delegated to Rodney Whittaker)
- Coordinate relevant campaigns, and provide local examples to Central Office for use in national campaigns.
- Liaise with Footpath Secretaries in neighbouring Groups and Areas to exchange ideas and experiences.
- The Surrey Area Footpath Secretary chairs the LFS meetings (2 per year) and has been delegated authority to approve any new LFS by the Surrey Ramblers Area Council of which he/she is a member. Send the Surrey LFS manual with a welcoming letter to any new Surrey LFS

Main Contacts

- The 26 Surrey Ramblers Local Footpath Secretaries (LFS), Ramblers Central Office, Surrey Ramblers Area Council, Surrey Highway Authority Countryside Access department, other volunteers.
- Sometimes Parish/Town Councils, Sometimes Local Access Forums (eg SCAF).

The skills you need

- A keen interest in protecting Walkers' Rights, and enhancing Rights of Way
- Able to understand complex rights of way and legal issues - training is available
- Good coordination skills
- Good record keeping
- Confident but diplomatic
- Friendly and personable with the ability to influence
- Good at presenting arguments in writing and in person

What's in it for you

- As the Surrey Area Footpath Secretary, you will have the opportunity to make a real difference to the local walking environment. This will be done through using the skills you already have as well as taking part in relevant training to help you increase your expertise and knowledge of footpaths.
- Experienced Surrey LFS will assist you in this.
- Whilst doing this you will work as part of a team and have the opportunity to make new friends and work with lots of like-minded people.