

Basic job descriptions for the principle Pigsty officers 2026

Secretary

Responsible for internal/external communications. Explaining why we need a few weeks before accepting a gig, adding potential gigs to spreadsheet, monitoring same, cajoling those who haven't responded, haggling over times, locations, fees. Committing us when we have the numbers to dance, and letting people know as soon as possible if we don't have the numbers (in which case directing them to other local sides). Booking pub nights, liaising with other sides about dance outs, contacting festival and day of dance organisers and agreeing details, dealing with random queries from local radio, research students, information websites, compilers of Morris directories, etc. Providing Secretary Report to AGM. Arrange AGM, give due notice and ensure officers provide reports. Provide minutes of the AGM (unless another volunteers to do so). Probably requires somewhere between 2 and 4 hours a week on average, 2 or less in winter, 4 or more in the dance out season.

2025/26: Sean Cusack

Fore

Fore:- responsible for choosing traditions, dances, etc to make interesting dancing for us and good shows. May introduce new dances or change existing ones.

Decides who can do which dance well enough to dance at which events. Overlap with Squire here.

John M 2026

Teacher:- teaches what Fore says. Often this has been the Fore, but sometimes teams split this. Anyone can do this if they know the dances.

2025/26: Dave Lambie

Squire

Responsible for deciding on what dances are danced at an event, and who's dancing them. Currently circulates that info before a dance out in case anyone needs a quick revision. Liaises with other teams and organisers at shared dance outs.

2026: Becky

Treasurer

Janet has held this post for more years than she can remember! Not a particularly onerous role. It involves collecting subs, booking and paying for halls for practices, and collecting payment for paid events. We used to collect cash donated by audiences at pub dance-outs, etc, but with the lack of cash in circulation these days, there was talk of acquiring a card reader. This has yet to happen. Reconcile the monthly bank statement with the account ledger and prepare the accounts for the AGM.

The Treasurer is the side's contact with the Morris Federation and circulates e-mails received from them. They are also responsible for renewing the side's public liability insurance with the Federation annually.

2025/26: Janet

Publicity

Responsible for publicity leaflets or business cards to hand out to audience members interested in booking us or coming to a practice (occasionally still useful!). Most publicity is now online, currently Sean has been posting excellent photos promptly on Facebook. Dawn and Kyrie have been adding pictures to our Instagram account. We could explore cross posting between the two platforms to ensure continuity. The publicity officer checks that the various options are covered, though they may not need to do the posting themselves.

2025/26: John M

Lead Musician

Sandie has been Lead Musician for a few years - largely because no one else wanted to be. In theory they are responsible for finding tunes for new dances - but in practice most dance creators make their own suggestions, and other musicians in Pigsty have also helped. Tune suggestions always welcome.

2025/26: Sandie

Web Master

Responsible for the pigstymorris.org.uk website maintenance, and paying £16 annual subscription to fasthosts for the domain name. Checking the website is working. Update webpage weekly in summer. Upload training videos etc. Log good video & photos to archive. The website is in basic html, written so it loads fast with dial-up. Today a website writer might be better. Would possibly need to set up a new email for contact if a new person takes this on.

2025/26: Dave Empson

Kit Officer

Responsible for giving new members their kit and information about the bits they need to get themselves. Encouraging a good standard of kit. Reminding people who leave Pigsty that they can get their money back by returning their kit. This also saves hours of work for the kit monitor (and saves resources for the planet!).

Bell pads : currently we order these from a local leather worker, and paint them red and green. The bells are ordered from the Morris Federation. You can add the bells and ribbons to the bell pads yourself, or give them out in kit form.

Baldrics and arm bands need to be made (Sean has been making the arm bands for the last few years). Use of a sewing machine needed. Hankies: Liz started making these as she couldn't find any large enough to buy. Fortunately, Christine has since found some online which are suitable. The material for baldrics and the ribbons can be bought at Fabric Land in the city centre.

2025/26: Liz