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**Retired Members Secretary**

* To organise meetings of branch retired members
* To ensure that the regional retired members’ co-ordinator is aware of the branch retired members group
* To establish links with branch UNISON representatives and employers to obtain the details of members who are about to retire
* To organise the production of a retired members’ newsletter
* To establish links with other retirement organisations in the area
* To make contact with the branch welfare secretary and liaise with him/her when the branch becomes aware that a retired member is ill or needs help.

**If you would like to take on the role described above, please complete the enclosed nomination form.**