



## **BRANCH MONITOR**

NFUS is constantly seeking the views of its members. All of the policies and actions taken by NFUS are determined by members. The role of a branch monitor is to stimulate discussion in the branch and gather the views expressed.

Branch monitors should be appointed for all of the main Committees and Working Groups. As a branch monitor you will not attend Head Office Committee meetings but you will receive the same papers that are sent to committee representatives.

A branch monitor serves for a term of one-year (there is no limit on the number of terms that can be served) and is appointed to the position by their Branch. There is no limit on the number of monitors that a branch can have.

### **Overall Purpose of the Job**

1. To aid discussion in your branch on relevant policy issues by using both your knowledge and the information sent to you.
2. To feedback back your views and the views of your branch on documents sent to you for consultation.
3. To inform your regional committee representative and/or policy manager on the issues affecting members in your branch.

### **Responsibilities**

The main responsibilities of the position are to:

1. Attend your branch meetings and to draw to the attention of the Branch any policy issues that need to be discussed.
2. Attend your regional monitor meetings to ensure that your branch's views are heard and listened to by the regional committee representative.

3. Keep your regional committee representative and/or policy manager informed of the issues affecting members in your branch.
4. Provide a response to consultations issued to you by your committee chairman or policy manager.