



Branch President Position Summary

Branch Executive Roles & Responsibilities - Attachment 2

Policy Number	POL011	Version	3.0
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In addition to the responsibilities of a General Member of Branch Executive the Branch President will:

Governance

- In partnership with the Branch Executive, ensure that the Union's objectives, goals and mission are being followed and developed in the best interests of members and the community.
- In partnership with the Branch Executive, oversee the development, implementation and regular review of a Strategic Plan.
- Monitor through the Branch Secretary that all legal requirements are met.
- Oversee the Branch Secretary to ensure that the Union's financial control procedures are adequate and that risk management strategies are in place.

Meetings

- Chair Branch Executive, Branch Council and mass member meetings in accordance with the Union's Standing Orders.
- Facilitate discussion and debate with a goal to reaching consensus.
- Rule on issues of meetings procedure not covered in the Standing Orders.
- Serve on Branch Executive Finance Committee.
- Serve on the Branch Executive Human Resources Committee.

Management

- Oversee the Assessment & Development process for the Branch Secretary.
- Oversee the succession of the Branch Secretary and Branch President.

Promotion

- Act as a spokesperson for the Union in accordance with policy.
- Work with the Branch Secretary in negotiations with other organisations as appropriate.