

This role is a member of the Halifax County Local Executive. Expenses are covered (travel, pet/child/eldercare) and there is a small honourarium for the volunteer.)

Paraphrased from our Operational Procedures (posted on our site for more information), the duties are as follows:

Duties as related to the Local Executive

- Conduct the business of the Local;
- Regularly attend meetings related to their role and perform duties as required;
- Present written reports to the Executive & the Local regarding their activities;
- Maintain a written record of their work and shall forward it to their successors;
- At the AGM, present an annual report based on their committee duties and goals;
- May be a member of the Halifax County Local Table Officers or the Halifax Regional Representative Council.

6. DUTIES OF THE VICE PRESIDENT - COMMUNICATIONS

6.01 The Vice President – Communications shall:

- i. chair the Communications Committee;
- ii. keep informed of and promote NSTU public relations, public affairs and communications programs to the membership;
- iii. maintain a current contact file of MLAs, MPs, municipal council members, school board members, and other persons with an interest in public education;
- iv. arrange for opportunities for discussion with MLAs, MPs, municipal council members, school board members, and/or other persons with an interest in public education;
- v. be responsible for web page maintenance and related social media with regards to:
 - a. activities of the Local and its members in relation to union affairs;
 - b. pertinent or interesting information for teachers.
- vi. be a representative on the Regional Communications Committee;
- vii. attend or monitor HRSB elected school board meetings and report to the Local Executive and Local Council as well as on social media where applicable. The Vice President – Communications may appoint a designate;
- viii. oversee the creation and/or purchase of Local information items to go to the membership.

Meetings / Time Commitment

- At least 6 Local Executive Meetings
- At least 6 Local Council / General Meetings

- Committee meetings as determined by the Chair & the committee
- Attend Annual Council
- Attend Pre-Council meeting
- Attend Executive Planning, traditionally 2-3 days in the summer time
- Attend NSTU Leadership Development Institute, traditionally 3 days in the summer