

## **NPAQ Branch Delegate Role**

We welcome your interest in becoming a Branch Delegate for the NPAQ. This is an important role and is a voluntary position which is reviewed annually.

Becoming an NPAQ Branch Delegate allows you to have a greater say in the direction that NPAQ takes. The Branch Delegate will liaise with the Branch Secretary who is the spokesperson for your membership base about issues that affect your workplace. Through the Branch Secretary, you will have access to members of your branch for communications and updates, as well as a direct line to the NPAQ executive to deal with important issues.

We hold bi-monthly meetings for all Branch Secretaries and the Head Office team. Branch Delegates can put forward any agenda items they wish for their Branch Secretary to raise within the meetings.

The Branch Secretary will distribute the minutes of the meetings. We offer training on a regular basis, based on what the Branch Delegates advise their Branch Secretary to ensure you are able to fulfil the role. Branch Delegates will liaise with members and direct them to the online member support form or to the hotline where they can speak directly with the support team and/or receive assistance from a case manager.

The primary purpose of a Branch Delegate is to be proactive in mentoring, networking and recruiting new NPAQ Members. The more members your branch has, the stronger our voice is to fix the multitude of issues faced by members and affiliates in facilities all over the country. NPAQ will provide you with brochures and other promotional materials for distribution to assist you to spread the word about NPAQ and how we differ from other unions.

Your direct contact for any questions or assistance will be the Branch Secretary Liaison within the Head Office, please see the contact details below. Once you are ready to take this important step with NPAQ, please fill out the expression of interest form and the non-disclosure agreement and you will be contacted with the next steps.

NPAQ looks forward to working with you in promoting the interests of its members.

Yours sincerely,

**Sophia Tormod**  
*Branch Secretary Liaison*  
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