



## **DISTRICT COMMITTEES**

Districts may establish various committees to provide structure and help organize the work undertaken by their executives to provide programs and services for members. The committees listed below are but examples that may be adapted to meet the needs of individual districts that will decide upon appropriate composition and role descriptions.

### **Membership/Recruitment Committee:**

- To receive the membership lists from the RTOERO Office and use the information to provide programs and services to members in accordance with RTOERO privacy policies.
- To investigate and recommend to the executive ways and means of increasing membership.
- To assist with the local organization of Retirement Planning Workshops (RPWs) at the district level.
- To communicate with the Member Services Committee through the Committee liaison person.

### **Marketing and Communications Committee:**

- To prepare and distribute a newsletter to the members as deemed necessary by the Executive.
- To establish and maintain a district website.
- To communicate with the RTOERO Marketing and Communications Committee through the Committee liaison person.

### **Political Advocacy Committee:**

- To coordinate political advocacy with respect to issues that affect members, as determined by the RTOERO Board of Directors and Political Advocacy Committee.
- To liaise with other local organizations which express an interest in pursuing political advocacy at the municipal, provincial and federal levels in the best interests of members.
- To be knowledgeable about the provisions of all pension plans represented by RTOERO members.
- To recommend actions to the executive to support achievement of RTOERO goals in this area.
- To communicate with the RTOERO Political Advocacy Committee through the Committee liaison person.

**Goodwill Committee:**

To communicate with members as outlined in the RTOERO Goodwill Guidelines.

**Nomination Committee:**

The Nomination Committee shall attract and recruit members at large or potential executive members and submit nominations at the Annual Meeting of the district.

**Governance Committee:**

- The Governance Committee should be familiar with the RTOERO Governance By-Law 2018-1 and Policies so that the Chair can be a resource to the executive.
- The Governance Committee may recommend changes that a district might want to propose to the RTOERO Annual Meeting to amend By-Law 2018-1.
- The Governance Committee shall make recommendations to the executive for changes in the District Governance Document, where applicable.

**Awards Committee:**

The Awards Committee shall present the names of possible recipients of an RTOERO award to the executive for consideration and approval. Award presentations are usually made at the Annual Meeting of the district.

**Social Committee:**

To be responsible for social activities that meet the needs of members.

**Travel Committee:**

To plan trips and excursions for members, in accordance with provincial travel regulations, where appropriate.

**Archivist Committee:**

To retain, store and catalogue copies of past Minutes, Newsletters, and District Governance Policies, and other historical data of the district and RTOERO, to maintain a complete historical record of the organization, in accordance with the RTOERO Archival Guide for Districts.