

ROLES & RESPONSIBILITIES

WELFARE OFFICER

- The Role of the Welfare Officer is to keep in touch with sick or bereaved members or those members feeling isolated or lonely or who may be in need of moral support or physical help
- Send cards with appropriate messages to sick or bereaved members
- Advise the committee if support is needed, either by member visits or transport to meetings
- Consider non-active membership for those with long term illnesses
- Ensure the member is kept up-to-date on Club matters
- Prepare a written report to the Committee each month for consideration at the monthly meeting
- Be available to assist new members to assimilate into the Club, by meeting them at their first General Meeting and showing them around.