



Retired Teachers Organization
of the Nova Scotia Teachers Union
3106 Joseph Howe Drive, Halifax, Nova Scotia B3L 4L7

**Nomination for Provincial Executive Positions
Elected at AGM
Deadline for Application - February 28th**

Nomination for:

President
Vice President

[Please Print]

Name: _____ Branch: _____

Address: _____

Tel #: _____ Postal Code: _____ Email: _____

RTO Branch Activities:

RTO Provincial Activities:

Other (Including NSTU Local or Provincial activities):

Signature: _____ Date: _____

Return to: RTO Nominations Chairperson
Alyson Hillier
397 Eagle Rock Drive, Springfield, NS BOR 1H0
OR scan and email to alyson.hillier53@gmail.com

Revised October 2025

President and Vice President Position Descriptions

The PRESIDENT shall:

- Be a voting member of the Executive
- Provide leadership and direction to the Executive
- Uphold the Constitution and the Operational Procedures of the RTO
- Conduct and preside at Table Officers, Executive meetings and the AGM
- Maintain a close collegial relationship with the NSTU allowing for common concerns to be dealt with in a manner beneficial to both the RTO and NSTU
- Be the official voice and media contact for the RTO
- Be diligent and keep current with changes in pension and benefits and other issues that could affect the membership
- Meet with the Branch Presidents on a regular basis so that the membership is fully informed on current matters
- Appoint the Chairpersons of the RTO committees
- Direct the Secretary to issue notices of meetings, as required
- Circulate at least one week in advance an agenda for meeting(s)
- Represent the RTO on external bodies such as Seniors' Advisory Council of Nova Scotia
- Be the RTO spokesperson at ACER-CART and other national organizations, or to designate an alternate representative

The VICE PRESIDENT shall:

- Be a voting member of the Executive
- Attend Executive and other meetings of the RTO
- Maintain a good working relationship with the President and the Executive
- Chair the Resolutions Committee and present the RTO Resolutions to the AGM
- Conduct and preside at Branch Presidents' meetings
- Be aware of all issues and concerns at the Executive level
- Be ready to assume leadership of the RTO, should the occasion arise
- Assist the President and the Executive as needed
- Perform any other tasks designated by the President
- Coordinate RTO Presenters at NSTU Pre-Retirement Seminars
- Record any change in the Constitution and Operational Procedures