



**Retired Teachers
Organization**
of the Nova Scotia
Teachers Union

Retired Teachers Organization

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

COMMITTEE APPLICATION FORM

Deadline for Application - June 15th

The RTO has five (5) standing committees. They are:

- | | |
|-------------------------------|--------------------------|
| Research/Review | <input type="checkbox"/> |
| Communications | <input type="checkbox"/> |
| Membership | <input type="checkbox"/> |
| Pension & Benefits | <input type="checkbox"/> |
| Programs | <input type="checkbox"/> |

If you are interested in serving on one of these committees,
please check which one, or more than one, using numbers to reflect
your priority choices (i.e. 1, 2, etc)

If you are interested in serving on one of these committees,
please complete and submit this form.

[Please Print]

Name: _____ **Branch:** _____

Address: _____

Tel #: _____ **Email:** _____

Postal Code: _____

Committee(s) of Choice: _____

Have you served on a committee in the past?

If yes, which one(s): _____

Please attach a resume including the following:

- RTO Branch Activities
- RTO Provincial Activities
- Other (including NSTU Local or Provincial Activities)

Guidelines for Committee Selection

The following criteria is used when considering applications received.

- Applicants must be a registered member of the RTO.
- All applications must be completed in full with all requested information provided. Correct contact information must be included, and applicants must submit their qualifications and experience with their application.
- Incomplete applications will not be considered.
- Members are selected for a one-year term. Members who apply for a second year, may be considered. Members can serve a maximum of two consecutive years, except under extraordinary needs of the RTO.
- Regional representation is an important consideration for the selection committee when reviewing the applications received. Selection is made regionally throughout the province to support geographical representation.
- Where possible, the selection committee strives to have gender balance on each committee.
- These criteria strive to reflect the diverse experience/needs of our provincial organization.
- Discretion of the selection committee will be used to consider new applicants, when possible, to encourage province wide involvement in our organization.
- Decisions of the selection committee are final.

Effective April 21,2026

COMMITTEE RESPONSIBILITIES

There are five Standing Committees. Except for the Communications Committee, which has six members, there are five members on the other committees, including the Chair. The Chair is a member of the RTO Executive and reports to the Executive after each committee meeting. The success of the RTO depends on the participation of members from all parts of the province. The duties are listed below.

Research/Review Committee - The mandate of this Committee is to provide in-depth analysis and research in areas identified by the Executive. The Committee will also review and evaluate the effectiveness of the RTO in areas defined by the Executive.

Communications Committee - This Committee's responsibilities are to publish *The Retired Teacher* Newsletter at least three times a year and to keep the RTO website up-to-date. The Committee must ensure that the newsletter contains reports from the RTO Committees, a President's message, pictures and reports from the Branches, and information for those interested in offering for RTO Executive and Committee positions.

Membership Committee - This Committee's responsibilities are to ensure the membership database is current and accurate and as active teachers retire, to establish procedures to recruit new members to the RTO. The Committee prepares materials, including Branch membership lists and application forms which are presented to Branch Presidents at their meetings.

Pension and Benefits Committee - This Committee's responsibilities are to keep RTO members up-to-date on pension and insurance matters and to propose improvements in pension and insurance matters to the RTO Executive. This Committee prepares information which is regularly published in the RTO Newsletter. As well, the Committee seeks discounts and special offers for RTO members.

Programs - The Committee organizes a full day Wellness Symposium every two years. The Committee investigates/organizes and coordinates programs and/or workshops as determined by the Executive, as well. The Committee is also responsible to report to the Executive on the Symposium, programs, and workshops that have been held. The Committee shall perform such other duties as determined by the Executive.

Return to:

Alyson Hillier - Chair, RTO Nominating Committee
Retired Teachers Organization
3106 Joseph Howe Dr, Nova Scotia
B3L 4L7

Or scan and email to: alyson.hillier53@gmail.com