

Retired Members Officer

Role Description

Role Purpose

The Retired Members Officer supports, represents and engages NEU retired members within Dorset. The role ensures retired members remain connected to Dorset NEU, can contribute their experience to union activity, and are kept informed about NEU developments, events and opportunities relevant to them. The Officer promotes the value of retired members as part of the wider NEU community.

Key Responsibilities

1. Representation of Retired Members within Dorset NEU

- Act as Dorset NEU's lead representative for retired members.
- Ensure the interests and perspectives of retired members are reflected in Dorset NEU discussions, planning and activities.
- Highlight issues affecting retired educators, including pensions, wellbeing, volunteering opportunities and continued involvement in union life.

2. Communication & Engagement

- Maintain regular contact with retired members and keep them updated on Dorset NEU news, events, and NEU national developments.
- Promote opportunities for retired members to remain active in the union—such as meetings, campaigns, CPD open to retired members, and social or community activities.
- Encourage retired members to participate in local networks and maintain links with their former profession.

3. Supporting Continued Involvement

- Facilitate ways for retired members to share their expertise, experience and union knowledge with current members, workplace reps and district activity.
- Promote roles retired members can play—such as mentoring, volunteering, campaigning support or assisting with district events.
- Encourage retired members to take part in NEU democratic structures where appropriate (e.g., retired members' events, equality networks, national retired members forums).

4. Events & Activities

- Help coordinate Dorset NEU activities that include or centre retired members, such as social events, discussion sessions or educational activities.
- Promote national NEU retired member events, networks and publications.

5. Monitoring & Reporting

- Provide updates at Dorset NEU meetings on retired member engagement, interests and concerns.
- Identify ways to strengthen the relationship between Dorset NEU and its retired membership base.

6. Collaboration

- Work closely with the Dorset NEU District Secretary, Membership Secretary, Equality Officer and other district officers where work overlaps.
- Liaise with the Regional Office and NEU national staff on matters relating to retired members.
- Build connections between retired members and local community or education-related groups where appropriate.

Skills & Attributes

- Strong communication and relationship-building skills.
- Appreciation of the experience and contribution of retired NEU members.
- Organisational skills and the ability to coordinate engagement activities.
- Friendly, inclusive and supportive approach.
- Commitment to NEU values of solidarity, lifelong involvement and member empowerment.

Time Commitment

- Attendance at Dorset NEU meetings.
- Regular engagement with retired members through communication or events.
- Participation in NEU regional/national retired member briefings where possible.