

UNISON Birmingham

Branch Membership Officer

The Branch Membership Officer will work closely with officers in the Branch Organising team.

Tasks relating to the post of Membership Officer:

- to map the branch's membership in order to identify membership density and steward coverage
- to monitor the branch's recruitment, and also leavers rate
- to work with the Branch Committee and Branch Executive to develop and implement its organisation and development plan
- to make recommendations to the branch committee on recruitment activities, targets, resources, budgets, etc.
- to work together with other officers at branch and directorate levels to carry out the priority work of the branch, if required by the branch executive or branch committee, including within reason to cover for other positions if absent, or if a position is temporarily unfilled.