



MORAY BRANCH

YOUR BRANCH

**A GUIDE TO THE
MORAY BRANCH
2003/2004**

MORAY BRANCH OFFICE

**Council Offices
12/14 Greyfriars Street
ELGIN
IV30 1LF**

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UNISON DIRECT 0845 355 0845

**The Aberdeen Resource Centre will put
you
in contact with your relevant steward**

ABOUT THE MORAY BRANCH

Moray UNISON represents members employed within public, voluntary and community services. Members are represented within The Moray Council, Moray College, Grampian Joint Valuation Board, National Children's Homes and organisations and projects within the volun-

STRATEGIC PRIORITIES

- ⇒ Recruitment**
- ⇒ Representing members**
- ⇒ Training**
- ⇒ Communication with members**

THE MORAY BRANCH COMMITTEE				
NAME	OFFICE HELD	LOCATION	TEL	E-MAIL
Jean-Anne Goodbrand	Chairperson/Treasurer	Educational Services, HQ	01343 563151	jean-anne.goodbrand@moray.gov.uk
Eric Foley	Joint Branch Secretary	Room 200, Greyfriars	01343 563170	eric.foley@moray.gov.uk
Irene Sinclair	Joint Branch Secretary	Room 200, Greyfriars	01343 563170	irene.sinclair@moray-edunet.gov.uk
Ken Matthews	Service Conditions	Comm. Dev. Fochabers	01343 829026	ken.matthews@moray.gov.uk
Gerry Harkins	Service Conditions	Social Work, Elgin	01343 552000	gerry.harkins@moray.gov.uk
John Muir	Health & Safety	Property, Keith	01542 885528	john.muir@moray.gov.uk
Steve Clegg	Health & Safety	Ashgrove Depot, Elgin	01343 557300	steve.clegg@moray.gov.uk
David Jack	Membership Services	Housing Dept, Elgin	01343 829000	dvd.jack6@aol.com
Jeannie Henderson	Welfare	Elgin Library	01343 562600	
Moira Bangura	Equalities/APF	Keith Grammar School	01542 882461	moira.bangura@moray-edunet.gov.uk
Dougie McPhee	Education	Keith Area Office	01542 885517	dougie.mcphee@moray.gov.uk
Linda Magill	Communications	Beechbrae, Elgin	01343 550999	linda.magill@moray.gov.uk
John Barrett	Retired Members			
STEWARDS/CONTACTS – MORAY COUNCIL				
Joe McAllister	Steward	Milne's High School	01343 820611	
Fiona Rolt	Steward	Auchernack, Forres	01309 694055	
Eddie Calder	Steward	Finance, HQ	01343 563301	
Jane Fordyce	Steward	Training, HQ	01343 563192	
Alex Benzie	Steward	Keith Resource Centre	01542 886174	
Alan Taylor	Steward			
Billy Smith	Contact	Property Services, HQ	01343 563319	
John Ross	Contact	Moray Resource Centre	01343 551339	
Mary Joyce	Contact	ICT, HQ	01343 563251	
Cath McGowan	Contact	Housing Dept, HQ	01343 543451	
Lorraine McWilliam	Contact	Social Work, Keith	01542 886174	
Veronica Thow	Contact	Social Work, Buckie	01542 832700	
Bill Taylor	Contact	Forres Academy	01309 672271	

STEWARDS – GRAMPIAN ASSESSORS				
NAME	STEWART/CONTACT	LOCATION	TEL	E-MAIL
MORAY COUNCIL continued				
Helen Clark	Contact	Property Services, HQ	01343 563330	
Susan McIntosh	Contact	Social Work, Elgin	01343 563330	
Mike Murdoch	Contact	DLO, Mosstodloch	01343 829000	
John Murray	Contact	Social Work, Elgin	01343 552699	
David Millar	Contact	Forres House CEC	01309 672838	
Karen Ferguson	Contact	Greenwards Primary School	01343 541661	
Stuart Beveridge	Contact	Estates	01343 563257	
Ann Scott	Contact	Seafeld Nursery School	01343 545269	
Donna Barnett	Contact	Elgin Business Centre	01343 550881	
Carol Gardiner	Contact	Lhanbryde Primary School	01343 842649	
Stuart Dey	Contact	Waste Treatment	01343 563382	
Irene Carnell	Contact	Sheltered Housing, Elgin	01343 552542	
Raymond O'Brien	Contact	Legal & Admin, HQ		
Margaret Grant	Contact	Mosstodloch Primary School	01343 820476	
STEWARDS – NATIONAL CHILDREN'S HOME				
Tom Sandison	Steward	Woodhill House, Aberdeen	01224 664381	
Niall Thom	Steward	Banff	01261 815516	
June McArthur	Contact	Assessors, Elgin	01343 554626	
CONTACT – VOLUNTARY ORGANISATIONS				
June Milne	Contact	Noah's Ark P/G, Forres	01309 672296	
OFFICERS/STEWARDS – MORAY COLLEGE SUB BRANCH				
Lorna Castle	Chairperson	Moray College	01343 576309	lorna.castle@moray.uhi.ac.uk
Maureen Anderson	Branch Secretary, H & S, Equal Opportunities	Moray College	01343 576475	maureen.anderson@moray.uhi.ac.uk
Angela Strachan	Steward	Moray College		angela.strachan@moray.uhi.ac.uk
Peter Davis	Contact	Moray College		



UNISON JOB DESCRIPTION

STEWARD

- FIRST POINT OF CONTACT FOR MEMBERS – LIAISE WITH MEMBERS WHO ARE CONTACTS
- RECRUIT NEW MEMBERS
- WORK WITH MEMBERS TO ESTABLISH ORGANISED WORKPLACE
- SUPPORT & ADVISE MEMBERS, BOTH INDIVIDUALLY & COLLECTIVELY
- ACT AS SPOKESPERSON FOR MEMBERS; INFORM & INVOLVE IN BRANCH ACTIVITIES
- REPRESENT MEMBERS WITH EMPLOYERS, DEPENDENT ON EXPERIENCE, IN LIAISON WITH SERVICE CONDITIONS OFFICERS
- REPRESENT MEMBERS WITHIN THE BRANCH COMMITTEE & TO BE ANSWERABLE TO THE MEMBERS THEY REPRESENT
- UNDERTAKE RELEVANT TRAINING FOR THE ROLE (WITH PAID TIME-OFF)
- ATTEND BRANCH COMMITTEE MEETINGS
- HAVE ACCESS TO NOTICEBOARD FOR UNISON FLYERS/INFORMATION SHEETS IN WORKPLACE
- ATTENDANCE AT, & ENCOURAGEMENT OF OTHER MEMBERS TO ATTEND, THE ANNUAL GENERAL MEETING



SUPPORTS & BENEFITS FOR

STEWARDS

- TRAINING BY UNISON
- ACCESS TO UNISON ADVICE & SUPPORT FROM BRANCH OFFICERS & THE REGIONAL OFFICER
- PAID TIME-OFF FOR MEETINGS, TRAINING & ADMINISTRATIVE DUTIES WITH ACCESS TO TELEPHONE, INTERNAL MAIL SYSTEM, PHOTOCOPYING FACILITIES & LOCKABLE FILING CABINET
- RECOGNITION AS A UNION REPRESENTATIVE



UNISON JOB DESCRIPTION

CONTACT

- FIRST POINT OF CONTACT FOR MEMBERS – ADVISE MEMBER OF WHOM TO CONTACT IN BRANCH
- DISTRIBUTION OF INFORMATION TO WORKPLACE MEMBERS
- ACCESS TO NOTICEBOARD FOR UNISON FLYERS/INFORMATION SHEETS IN WORKPLACE
- ATTENDANCE AT, & ENCOURAGEMENT OF OTHER MEMBERS TO ATTEND, THE ANNUAL GENERAL MEETING



SUPPORTS & BENEFITS FOR

CONTACTS

- RECEIVING REGULAR UNISON MAILINGS
- ACCESS TO UNISON SUPPORT & ADVICE

UNISON

COMPREHENSIVE COVER HOME AND AWAY

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INSURANCE

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