The Probus Club of Rouse Hill Inc.

Role Description – Welfare Officer – Issue Date Feb 2026

The Welfare Officer is the person who keeps in touch with sick or bereaved members or those members who may feel isolated or lonely, or may be in need of moral support or physical help.

The Welfare Officer:

- Keeps in touch by phone calls, messages or emails to the members.
- Visits in hospital and attends funerals of members where appropriate.
- Advises Executive Committee if support is needed by the member.
- Offers suggestions to Committee to support members.
- Reports to Committee as required, and at general meetings.
- Ensures the sick or bereaved Members Privacy and members wishes are respected when communicating with other club members.

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