

Primary School Officer

Role Description

Role Purpose

The Primary School Officer leads Dorset NEU's work relating to primary education, ensuring that the voices, experiences and concerns of members working in primary schools are represented within the district. The role supports primary-phase educators, highlights issues affecting the sector, and contributes to Dorset NEU's organising, campaigning and policy work.

Key Responsibilities

1. Representation of Primary Sector Issues

- Act as Dorset NEU's lead representative for members working in primary schools.
- Ensure primary perspectives inform Dorset NEU discussions, priorities and campaigns.
- Highlight key issues affecting primary staff, including workload, assessment pressures, behaviour policy challenges, SEND complexity, staffing levels, curriculum expectations and wellbeing.

2. Engagement With Primary Members

- Maintain contact with primary-phase members and workplace reps to understand local concerns.
- Share NEU guidance and updates relevant to the primary sector, including workload reduction, curriculum changes, early years transitions, SEND practice and safeguarding.
- Promote high-quality, inclusive and developmentally appropriate primary education.

3. Supporting Reps & Workplace Activity

- Support primary workplace reps in raising school-level issues, especially around workload, staffing, wellbeing and inclusion.
- Encourage participation in NEU primary-focused training, CPD and organising initiatives.
- Share strategies and materials that help build strong union presence in primary settings.

4. Campaigning & Advocacy

- Work with the Campaigns Officer to amplify primary-related concerns in Dorset NEU campaigns.
- Advocate for properly funded, well-resourced primary education across Dorset.
- Challenge harmful policy pressures such as excessive assessment demands, curriculum narrowing and unmanageable workloads.

5. Monitoring & Reporting

- Track local trends affecting primary schools, such as budget cuts, staff shortages, rising SEND needs, curriculum changes or behaviour challenges.

- Provide Primary School updates at Dorset NEU meetings.
- Feed Dorset insights into regional and national NEU primary networks.

6. Collaboration

- Work closely with the District Secretary, Early Years Officer, SEND Officer, Support Staff Officer, Organising Officer and other Dorset NEU officers.
- Liaise with the Regional Office and national NEU primary-phase teams.
- Build links with local primary networks, school leadership groups and community organisations where appropriate.

Skills & Attributes

- Strong understanding of primary education, pedagogy and policy (or willingness to develop this).
- Good communication and relationship-building skills.
- Ability to represent primary members' concerns clearly and constructively.
- Organisational skills to support networks, CPD and ongoing activity.
- Commitment to NEU values of inclusion, fairness and high-quality primary education.

Time Commitment

- Attendance at Dorset NEU meetings.
- Regular engagement with primary members, reps and sector networks.
- Participation in NEU primary-phase CPD or briefings where possible.