

Union Learning Rep Officer

Role Description

Role Purpose

The Union Learning Representative (ULR) Officer leads Dorset NEU's work on professional development, learning opportunities and member skills growth. The role promotes access to high-quality training, lifelong learning and CPD (Continuing Professional Development) for members across Dorset. It supports workplace reps and members to engage in NEU learning opportunities and helps embed a culture of professional development within the district.

Key Responsibilities

1. Learning & Professional Development Leadership

- Act as Dorset NEU's lead representative for learning and CPD matters.
- Promote NEU national CPD, training opportunities, leadership programmes and learning resources.
- Ensure Dorset members are aware of the full range of NEU learning opportunities available to them.

2. Member Engagement & Communication

- Share regular updates with Dorset members on upcoming training, courses, workshops and conferences.
- Encourage members to participate in NEU CPD and support them in accessing opportunities.
- Gather feedback from members about CPD needs and relay this to Dorset NEU and the NEU training team.

3. Support for Workplace Reps & Learning Champions

- Encourage workplaces to identify a Learning Rep or Learning Champion where possible.
- Support reps in promoting professional development within their schools and colleges.
- Provide reps with information and materials to help them publicise NEU learning resources.

4. Organising Around Professional Development

- Use learning as an organising tool, helping to build active and confident membership groups.
- Identify gaps in CPD access across Dorset and work with district officers to improve participation.
- Promote training that supports educators' rights, classroom practice, wellbeing, leadership development and union activism.

5. Collaboration

- Work closely with the Dorset NEU District Secretary, Equality Officer, Post-16 Officer, Support Staff Officer and other district officers.
- Liaise with the Regional Learning/CPD Team and national NEU training staff.
- Collaborate with workplace reps and relevant partner organisations where appropriate.

6. Reporting & Monitoring

- Provide updates at Dorset NEU meetings on CPD trends, opportunities, participation levels and member needs.
- Monitor emerging CPD issues, including barriers to access or gaps in provision.
- Feed Dorset-specific learning needs into regional and national NEU training planning.

Skills & Attributes

- Interest in professional development, learning and education practice.
- Strong communication and organisational skills.
- Ability to promote opportunities enthusiastically and inclusively.
- Empathy for members' varied CPD needs and time constraints.
- Commitment to NEU values of professional growth, equality and collective empowerment.

Time Commitment

- Attendance at Dorset NEU meetings.
- Regular engagement with members and reps about learning opportunities.
- Participation in NEU training and regional briefings for ULR/learning roles.