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### REGIONAL SUPPORT OFFICER

Based in the NEU Northern Office (Gateshead NE9 5BF)

Permanent, part-time (3 days per week)

**Commencing salary £42,042 plus £1,308 lunch allowance per annum (pro-rata for part-time)**

The National Education Union is a force for change in the world of education, bringing together more than 450,000 teachers, lecturers, support staff and leaders working in maintained and independent schools and colleges across the UK.

Regional Support Officers have a key role in supporting members, activists and lay officers across the region. They do this by providing a wide range of support in delivering the regions strategic objectives to members and lay officers, in particular undertaking individual casework, advice on employment law and conditions of service, pay and bargaining, and recruitment and organising. The successful candidates will therefore need to be able to demonstrate good knowledge of employment law, practices, policies and procedures as well as a good understanding of trade union organising.

We are looking for applicants who can work as part of a team with good organisational and communication skills, who are able to prioritise work under pressure, use initiative and have sound analytical and problem-solving skills.

The role of Regional Support Officer is an office-based role, however other work and training may be required to be undertaken at different locations in the region and our London Headquarters.

Prospective applicants are also advised that your normal place of work will be the NEU office specified in this advert and that the NEU operates ‘Blended Working Arrangements’ for office based staff, which means you will typically need to be based in the designated NEU office for 3 to 4 days a week (based on a full-time contract), with the remaining days based at home, and subject to business needs.

In addition to salary, we offer good conditions including a non-superannuable luncheon allowance currently set at £1,308, 33 days’ annual leave plus Christmas closure days and a defined benefit pension scheme. Salary and benefits are pro-rata for part-time applicants.

Further details can be downloaded from our website at <https://neu.org.uk/working-neu> where applicants will be able to complete an online application on our recruitment portal. Closing date is **mid-day Thursday 11 July 2024.**

Applicants are also advised that interviews for this role will take place on Monday 22 July 2024.

We welcome applications from individuals seeking part-time, job-share or other flexible working arrangements.

**THE UNION IS FUNDAMENTALLY COMMITTED TO EQUAL OPPORTUNIES IN ITS POLICIES AND PRACTICE**