

The Staff Representative Roles and Responsibilities

21 February 2024



Join at menti.com | use code 5634 4263

 Mentimeter

How long have you been INTO staff rep for?





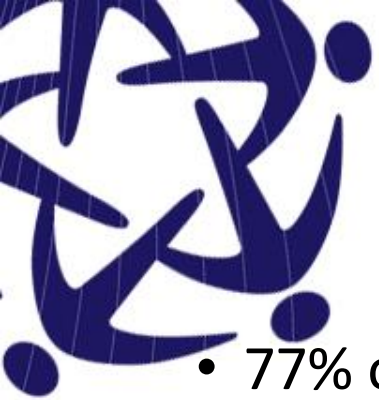
Thank You

Thank you for taking on the role.

You contribute to the work of this Organisation.

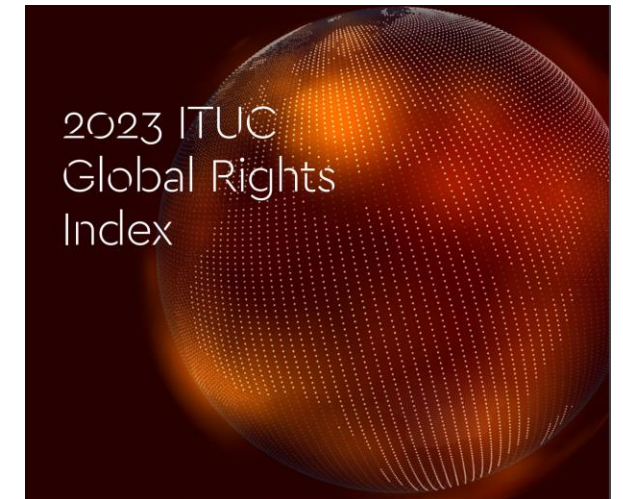
A trade union is not a service you buy, but a co-operative movement where everyone has something to contribute for the benefit of us all.

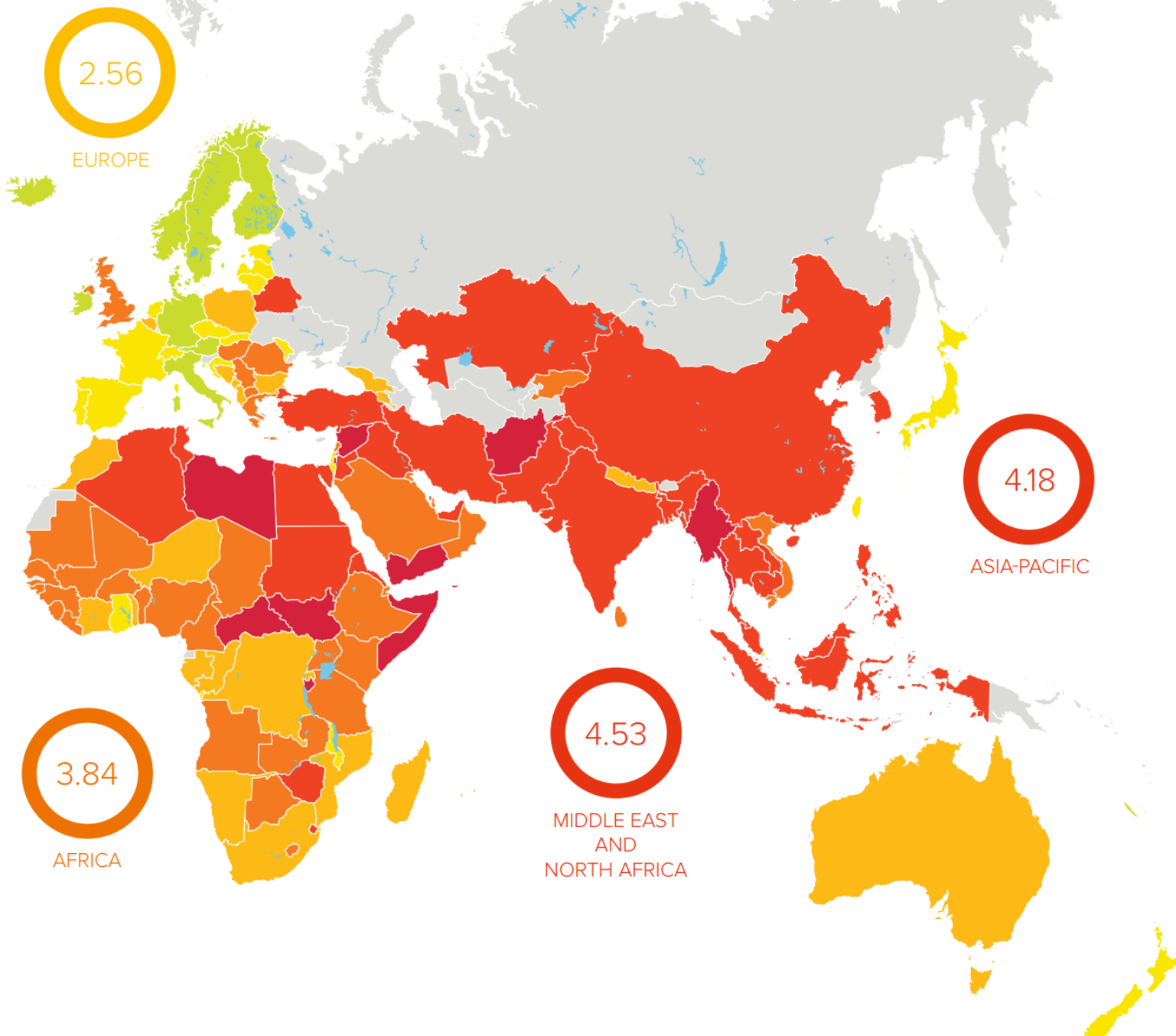
Thank You



2023 ITUC Global Rights Index

- 77% of countries excluded workers from the right to establish and join a trade union.
- 73% of countries impeded the registration of unions.
- 79% of countries violated the right to collective bargaining.
- 87% of countries violated the right to strike.
- Workers were detained and arrested in 69 countries
- Ireland received a rating of 1 in 2023 (sporadic violation of rights-best rating)







Overview of the INTO

- Founded in 1868
- Largest teachers' trade union in Ireland
- 50,000+ members, north and south
- Affiliated to ICTU
- Links with teachers trade unions in Europe and throughout the world through EI(Education International) and ETUCE (European Trade Union Committee for Education)





Objectives of the INTO

- To unite and organise the teachers of Ireland
- To safeguard and improve conditions of employment of its members
- To regulate relations between members and others
- To provide advice and assistance
- To promote the interests of education
- To develop links with other bodies at home and abroad



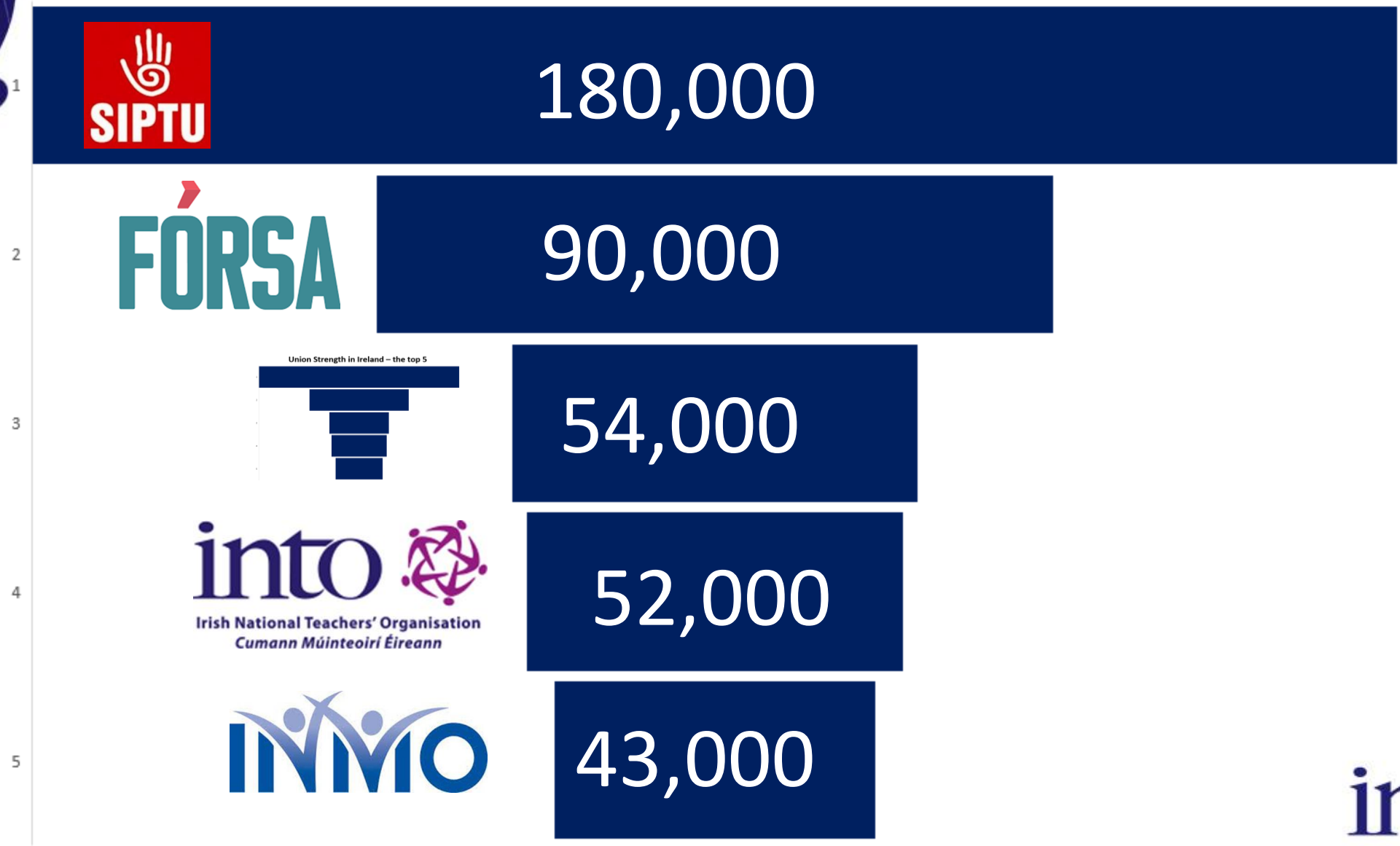
Objectives of the INTO

- To provide assistance to members in times of hardship
- To encourage the promotion and development of Comhar Linn INTO Credit Union and other services and facilities of benefit to members
- To provide, either directly or indirectly, benefits and facilities for members.
- To promote the principle of equality



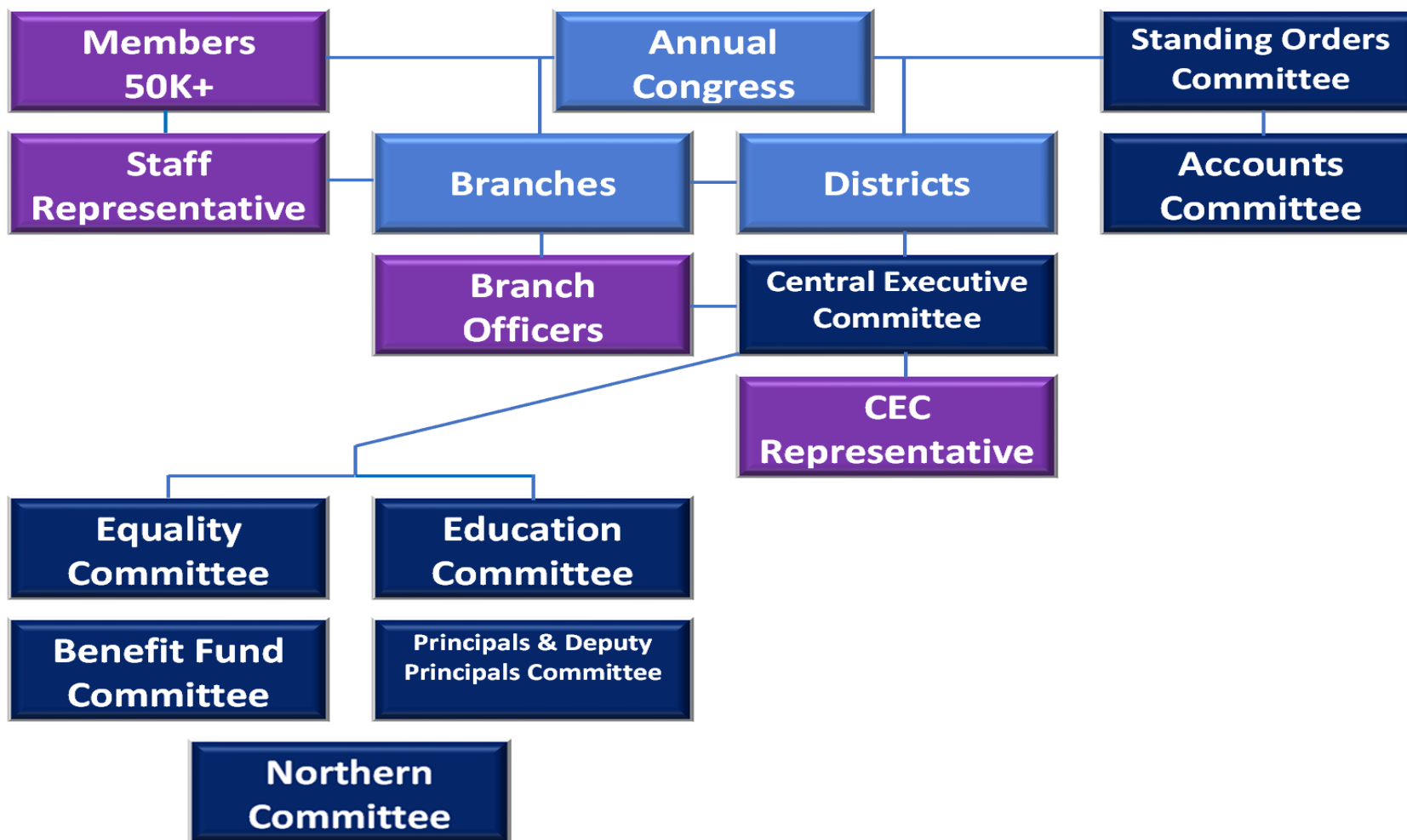


Union Strength in Ireland – the top 5





INTO Structure





INTO Structures

Accessible

Visible

Inclusive

Equitable

Participatory

Responsive

Members' Voices

Transparent

Consensus Orientated

Effective

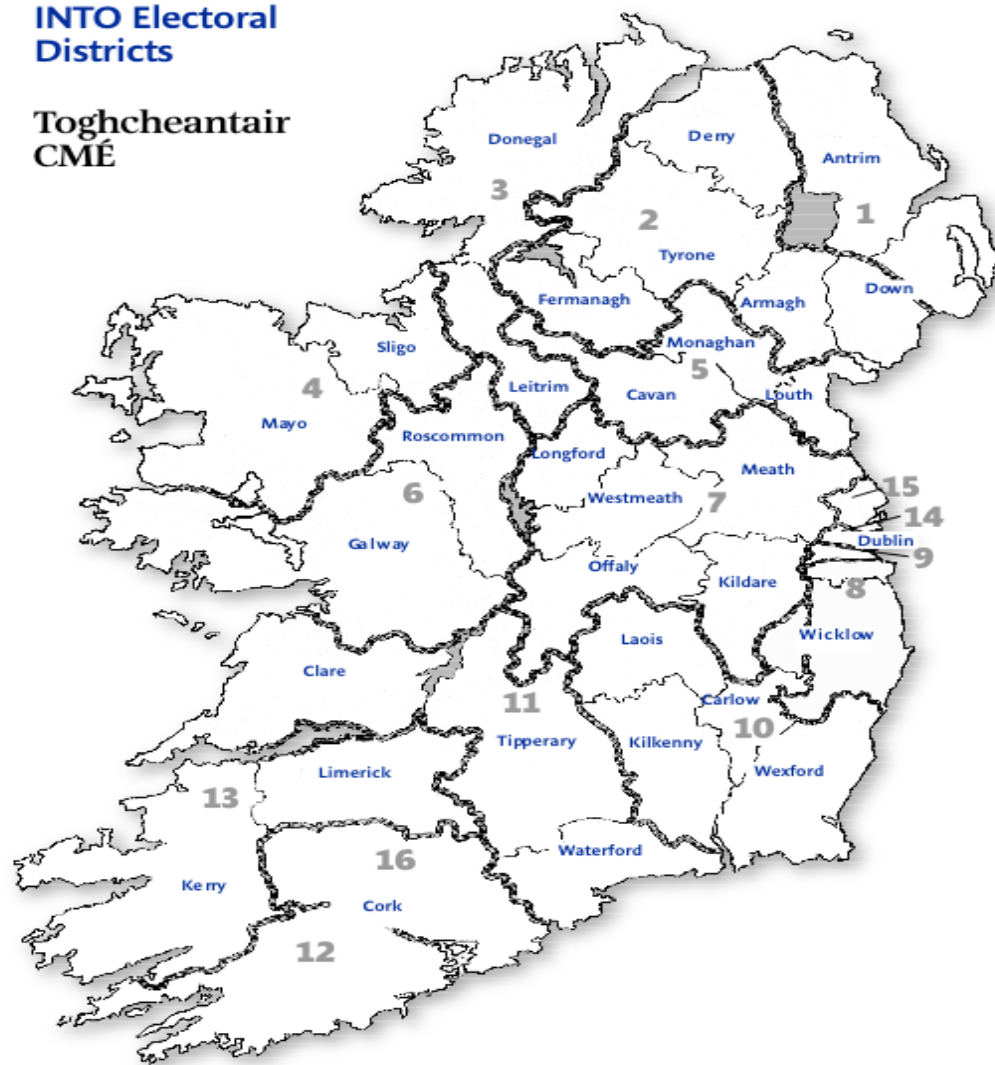
Democratic

Efficient



INTO Electoral Districts

Toghcheantair CMÉ





Your CEC Rep



Adrian Kelly

District V

Cavan, Monaghan, Louth



INTO Branch Officers

It is important to know who your Branch Officers (Cathaoirleach, Secretary, Organiser) are and have a contact number for each of them

Display Branch Officers & CEC Reps information along with the branch phone number and email address on your INTO notice board

Challenge: Find out who your Branch Officers are!



Contact Details

Ensure the Branch Secretary/Organiser has your contact details –
Current Phone number & Email address

Mobile number – Branches and Head Office often send text alerts about meetings, campaigns and events.

Check your details are correct under **'My Profile'** on the INTO website.
Encourage other members to do the same.





Members' Services

INTO Members are entitled to

- An efficient and reliable information and advisory service on all professional matters
- Advice and support in disputes
- Contingency insurance cover
- Legal advice (as per rule)
- Copies of Intouch/ diary/ members handbook/Eolas/Rules and Constitution
- Death grants
- Avail of benefits and discounts negotiated by INTO



What is most important to members about being in the INTO?

Waiting for responses ...



Staff Representative Duties



Irish National Teachers' Organisation
Cumann Múinteoirí Éireann



Role of the Staff Representative

- The Staff Representative is an invaluable link between members in their schools, the local branches and INTO Head Office.
- The visibility and mechanisms of the INTO in schools depends to a great extent on the INTO Staff Representative.

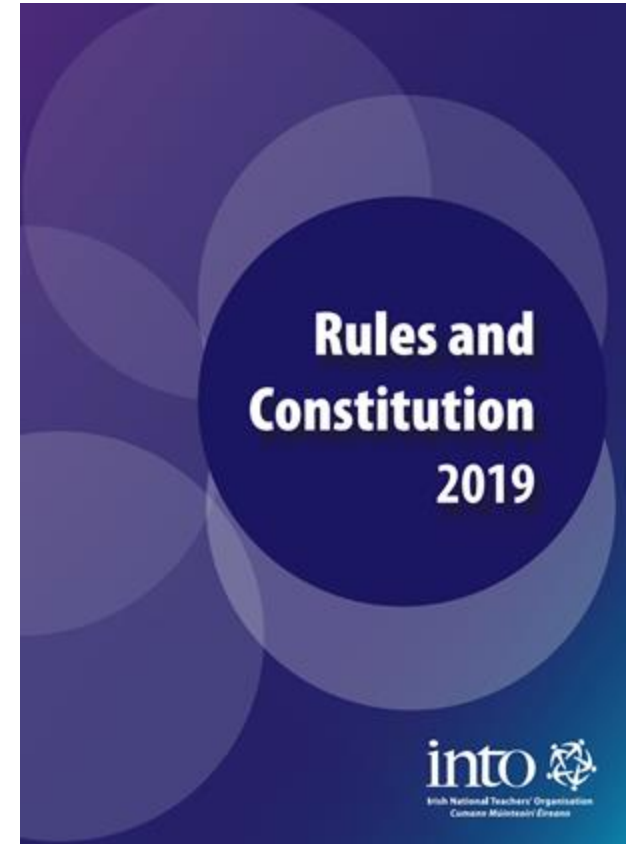




Rule 96

Rule 96 of the INTO Rules and Constitution (2019) governs Staff Representatives

“Each branch may appoint staff representatives whose duty shall be to recruit members of staff in the schools which they represent to membership of the INTO and to represent the staffs of their schools in all matters relating to their professional interests. Should it not be possible to resolve any problem within the school, staff representatives shall make contact with the branch officers or CEC representative.”





1. Recruitment

- Teachers need to be asked to join the INTO.
- Explain the benefits of joining the INTO.
- Teachers can join online themselves.
- Application forms are available online at www.into.ie or from your Branch Secretary.





Membership

- All qualified primary teachers are entitled to join.
- Different categories of membership
- Permanent and fixed-term teachers' membership automatically moves to the new school.
- They are also automatically transferred to the branch of their new school.
- If a teachers go off the payroll, their membership ceases.



Membership Categories

Memberships:

- *Permanent/Fixed-term/Job-Share**
- *Substitutes**
- Career Break €30
- Part time teachers (not on payroll)- pro rata to the number of hours worked

- 3rd & 4th (& 2nd PME) Year Teaching Council Registered Students (Free)

**0.75% of salary and academic allowances (capped at point 11 of the salary scale for teachers appointed on or after 1 January 2011) will be deducted from salary on a fortnightly basis.*



2. Dissemination of Information

- The INTO regularly organises/involves itself with campaigns
- Information is sent to the Staff Rep. & sometimes to Principals
- Circulate information to INTO members on staff and place any hardcopy material on the INTO notice board
- Encourage participation in campaigns, events or ballots





3. Encourage Participation

- Meetings etc. are for all members
- Ensure you circulate the notice of the meeting, campaign etc. as every member is entitled to a copy
- Circulate a reminder either on the day before or on the day of the meeting
- Encourage members to attend the meeting





4. Information Source



- Teachers may look for information or advice from you
- Refer the teacher to relevant sources e.g. website, circulars, etc
- Seek advice from Branch Secretary, District Representative or the Head Office query line
- It is better to give **no** advice than to give **wrong** advice
- Answers vary with circumstances and with Industrial relations processes



5. Distribute InTouch Magazine

- Distribute InTouch to every INTO member of staff. Deliver hardcopies directly & download and share online version.
- Check list of members entitled to receive InTouch. Make arrangements for absent members to receive their copy.
- Incorrect number of copies – contact INTO head office, membership section
- Substitute teachers' copies are sent to their home addresses
- Option to opt out of hard copy - portal





Summary of Duties

- Recruitment of new members
- Disseminate information about meetings, ballots, campaigns, literature from Head Office, etc
- Encourage members to attend meetings and to become involved in campaigns
- A source of information
- Distribute the InTouch





What could you do as staff rep to encourage a more visible presence of INTO in your school?

INTO

Waiting for responses ...





What part of your role as staff rep do you find most challenging?

Waiting for responses ...



Staff Representative Supports/Services/Benefits



Irish National Teachers' Organisation
Cumann Múinteoirí Éireann



Supports

- Staff Reps Handbook
- Mentoring Program (Available through Branch)
- Face to Face Training Course
- Branch/District/Head Office
- Online Training Course





Benefit Funds Committee

benefitfundscommittee@into.ie

- Completely confidential advice and support for members in financial hardship
- Advice on sick leave, member/partner debt, etc.
- Considers applications on a case by case basis
- Death Grant





**Salary Protection
 Scheme
 for INTO members**

19,000
 Members currently
 in the scheme*

94%
 Of Disability Benefit
 claims have been paid
 since the 2019 review**

€3.7 million
 Current annual amount
 paid in Disability
 Benefit**

€3.2 million
 Paid in Death Benefit
 since the 2019 review**

€14.8 million
 Paid in Disability Benefit
 since the 2019 review**

€2.1 million
 Paid in Specified Illness
 Benefit since the 2019
 review**

*Source: Membership: Cornmarket reporting, August 2022

** Source: Claims Statistics 01/05/2019-22/08/2022, Irish Life Assurance plc, September 2022



Well-Being Initiatives



Folláine le Chéile
Wellbeing Together



Breast Health



**Education
& Awareness**





Benefits of INTO Membership

- Membership Plus
- AIB Visa Card
- INTO Grants and Funding
- Competitions



Health Insurance
Car Insurance
Financial Planning
Retirement Planning
AVCs & Investments



Comhar Linn
INTO Credit Union

Current Account
Savings Account
Online Banking
Loans
Varied Insurances
Bursaries
Car Draw

Next Steps



Irish National Teachers' Organisation
Cumann Múinteoirí Éireann



Consider

- Having an INTO notice board in the staff room.
- Having short INTO section at staff meeting or directly after staff meeting.
- In a very large school ask one of your colleagues to help you.
- Inviting representatives from Comhar Linn and Cornmarket to talk to the staff. (NB: Have a Subject and a Time limit)
- Explore opportunities in your branch (officer, delegate) & attending further training sessions.