

District Development Co-Ordinator Network

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Online

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In 2014/2015, INTO established the role of the District Training Organiser as a pilot to support a shift to branch-based training for new members, staff reps and ordinary members. Previously training was carried out at District level and delivered by a team of District Training Tutors. A District Training Organiser was selected for a three-year period following an application and interview process.



District Development Co-ordinator

Devise a calendar of briefing/training/development/networking events	Collate materials for briefing/training/ development/networking events	Where necessary, organise clustering arrangements for smaller Branches
Evaluate all local briefing/training/ development/networking events	Identify additional local briefing/training/ development/networking needs that would support local membership development	Draw up an annual District development report for District AGMs



Supporting local branch engagement through:

- information sessions
- exchanges of ideas on local issues
- networking events
- any other union-focused events that encourages participation



What events have worked well in your District?





- What are the challenges for the role?





Events

All events need to have a practical and relevant focus

- a briefing on a particular issue e.g. ballot on industrial action, employment rights
- a presentation on a particular procedure e.g. motion writing and progressing an issue to Congress, panel procedures
- All events need to allow a space for two way communication
- Ideally, all events need follow-up



Presentations

- NQT - General
- NQT – Leave
- Staff Rep - General
- Public Service Single Scheme
- Progressing Issues
- Writing motions
- Accessing lists of members on database



District Training Fund

The District Training Fund may be used for the following:

1. Costs of training courses organised at branch level in the District for staff representatives newly qualified teachers and other courses/seminars as organised by the District Development Co-ordinator

and agreed upon by District/Branch Committee.

- Presenter Gratuity (€50 voucher per session);
- Venue costs;
- Participant hospitality;
- Materials and handouts;
- District Development Co-ordinator and Branch Officer travel expenses to branch-based training events, as necessary, at the INTO recommended rate of 45c per km.



2. Meetings – not more than two per annum – of District Development Co-ordinator and Branch Officers

- held in order to co-ordinate activities/training sessions. Travel at .45c per km and standard public service
- subsistence rates shall apply.

3. District Development Co-ordinator Gratuity

- Each District Development Co-ordinator will receive a gratuity of €750 and vouched expenses to a

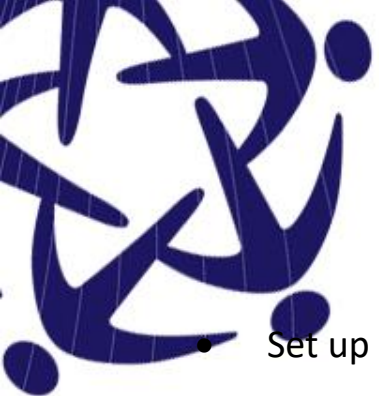
maximum of €250. An initial amount of €500 will be paid in January and the outstanding amount in June.

- €50 gift voucher to cover phone can be included in €250



- Ideas for future branch-based training events?





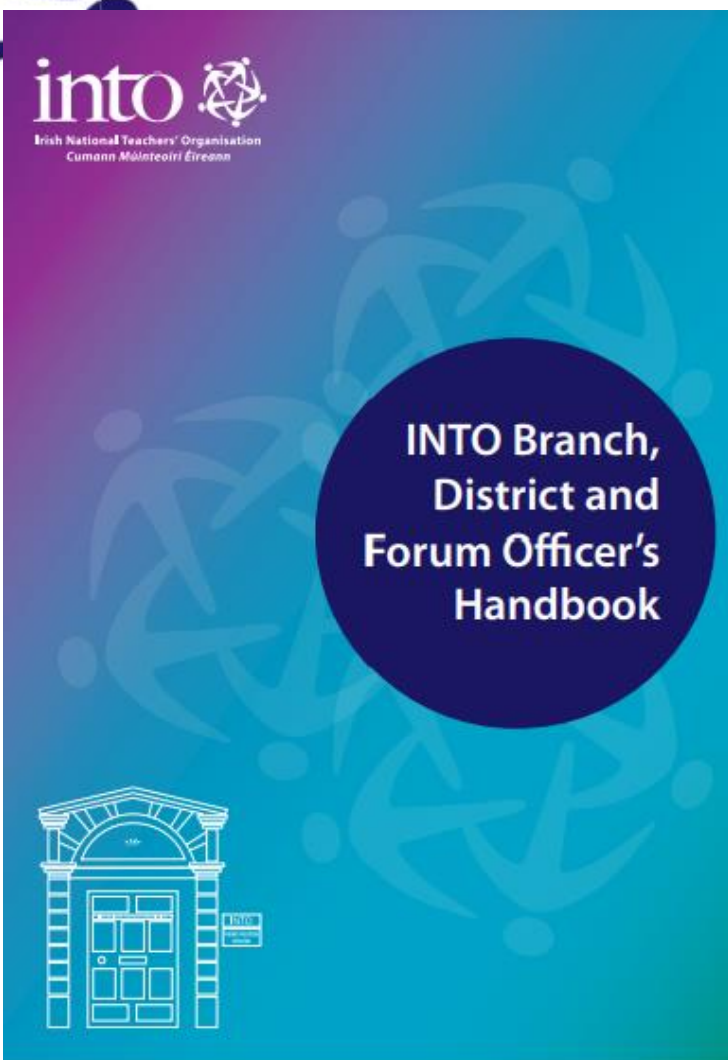
Engagement and Recruitment

- Set up private fb page
 - Key role of staff rep
 - Key role of principals
 - Pyramid system where member of branch looks after a cluster of schools in big branch
 - INTO provide a sub idea so that officer can visit the schools
 - Training during the school
 - Development of role of staff representative
 - Local principal attend ITE
 - Report at branches about their strength
 - NQT training
 - Offering raffle for a voucher
 - Use google form to gather data
 - Staff rep training on portal
 - Experienced officers providing bespoke training



- Ideas for future support, resources and/or training?





Password protected Officernet



Officer E newsletter (Mondays)



Laptop & dedicated @into.ie address for Secretaries



Staff Reps Course access (create a/c & e mail
tut@into.ie)



Access to INTO Membership Database for
schools/members in District (District Secretaries only)



Keeping up to date

- Check INTO website regularly- www.into.ie
- Attend training seminars and events
- Read INTO publications e.g. *Intouch*
- Follow INTO on Facebook, Twitter, Instagram
- Subscribe to our E-zine
- Pay attention to Officer Newsletter (Monday)
- Check the Officer extranet regularly
- Check your INTO email daily



Thank you

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