

Timetable Profile Schools JE

1- Analyst/ working groups devising Profiles																	
2- Moderation, Agreement of profiles, Union Sign Off																	
3- Roll Out to schools																	
4- Deadline for returns to Je Team																	
5- Moderation																	
	Jul-09	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09	Jan-10	Feb-10	Mar-10	Apr-10	May-10	Jun-10	Jul-10	Aug-10	Sep-10	Oct-10	Nov-10
Administrative - sent out	1	1	2	2	3	4	4	4	5								
Premises - proposed	1	1	1	2	2	3	4	4	5								
Premises - actual	1	1	1	1	1	2	3	4	4	5							
Delay due to Cleaning staff- agreeing statement to schools with guidance																	
Midday Staff - proposed				1	2	2	3	4	4	5							
Midday Staff - actual				1	1	1	1	2/3	4	5							
Midday 2nd Meeting- Fri 22nd Jan 2010																	
Library - proposed				1	1	2	2	3	4	5							
Library - actual				1	1	1	1	2	3	4	5						
Library 1st Meeting- Mon 25th Jan 2010																	
Specialist & Technical Staff- proposed				1	1	2	3	3	4	4	5						
Specialist & Technical Staff- actual				1	1	1	1	2	3	4	4	5					
Spec & Technical 1st Meeting- Wed 20th Jan 2010																	
Learning Support Staff	1	1	1	1	1	2	2	3	3	4	4	5	5				
Profiles completed																	
IT					1	1	2	2	3	4	4	5					
School Business Managers							1	1	2	2	3	4	4	5			
Finance							1	1	2	2	3	4	4	5			
Pupil Support Staff								1	1	2	3	4	4	5			

IMPORTANT NOTICE

The schedule of UNISON support sessions that we sent out before Christmas was based on an earlier timetable for the profile roll out by NCC.

As you can see this has altered slightly so please note that all sessions are now open to any member who has received their Role Profiles. This update has already been sent into schools via stewards and workplace contacts.

The current timetable for NCC roll out is enclosed. Please use this to help you know when the Role Profiles for your job group should be released to you.

Once you have them you can book an advice slot. Please bring the Role Profiles and a copy of your Job Description as at Sept 2008 with you.

When you contact the office to book a slot please tell whoever you speak with your job title, workplace and whether you have received the profiles for your job group.





NJE Role Profile Advice sessions for school based staff January 2010 – July 2010 for UNISON members

To book an appointment with a UNISON rep at one of these sessions contact the Branch Office on 0115 9810405.

These sessions are only open to UNISON members and are by appointment only. You will need to bring a copy of the Role Profiles for your job with you to the session along with a copy of your Job Description as at Sept 2008.

Meeting venue details:

Worksop library, Memorial Avenue, Worksop, Notts, S80 2BP (Car parking available nearby, bus stops outside)

County Hall, Loughborough Road, West Bridgford, NG2 7QP (Car parking on site and nearby on street parking, bus stops outside)

The Grove School, London Road, Newark, NG24 1TT -Conference Room (Car park opposite and bus stops outside)

Mansfield Library, Westgate, Mansfield, Notts, NG18 1NH (Cr parking and bus station nearby)

Retford Library, Churchgate, Retford, Notts, DN22 6PE (Car parking and bus station nearby)

Mansfield Civic Centre, Chesterfield Road South, Mansfield, NG19 7BH (Car parking nearby and buses stop nearby)

Date	Location of meeting
Weds January 6th	Worksop Library
Weds January 13th	County Hall - Exchange
Weds January 20th	The Grove School, Newark
Weds January 27th	Mansfield Library
Weds February 3rd	Worksop Library
Weds February 10th	County Hall - Exchange
Weds February 17th	The Grove School, Newark
Weds February 24th	Mansfield Library
Weds March 3rd	Worksop Library
Weds March 10th	County Hall - Council Chamber
Weds March 17th	The Grove School, Newark
Weds March 24th	Mansfield Library
Weds April 14th	Worksop Library
Weds April 21st	County Hall - Exchange
Weds April 28th	The Grove School, Newark
Thurs April 29th	Mansfield Civic Centre - Oakham Room
Weds May 5th	Retford library
Weds May 12th	County Hall - Council Chamber
Weds May 19th	The Grove School, Newark
Weds May 26th	Mansfield Civic Centre - Oakham Room

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Date	Location of meeting
Weds June 9th	Retford Library
Weds June 16th	County Hall - Council Chamber
Weds June 23rd	The Grove School, Newark
Weds June 30th	Mansfield Civic Centre - Oakham Room
Thurs July 1st	Retford Library
Weds July 7th	County Hall - Council Chamber
Weds July 14th	The Grove School, Newark
Weds July 21st	Mansfield Civic Centre - Oakham Room

Please book onto a session if you wish to once you have received the role profiles for your Job Group . Please bring a copy of the Role Profiles and your Job Description as at Sept 2008 with you.

Please note that due to changes to the timeline these sessions are no longer Job Group specific.