

REMINDER
School Administrative & Support
Staff Reference Groups
PSA Representative
2016 - 2017

The PSA invites members to submit an expression of interest (EOI) for the position of PSA representative on their School Administrative & Support Staff Reference Group (SRG).

The role of the SRG is to optimise professional learning opportunities for all SAS staff by being a key stakeholder advisory body.

Each SRG has a nominated PSA representative. The role of the PSA representative is to support and advise the committee ensuring course development and delivery is adhered to. This is particularly in relation to 'statement of duties' and industrial instruments.

Another role of the PSA representative is to provide regular updates to the PSA Schools Departmental Committee.

Successful applicants will be provided with training and support to their role as PSA SRG representative in accordance with clause 54 of the Crown Employees (Public Service Conditions of Employment) Award 2009 – *"Trade Union Activities Regarding Special Leave"*.

The PSA strongly encourages interested members to complete the attached form and return to Ann Attwater aattwater@psa.asn.au by COB Friday **19 February 2016** to nominate for this role.

Join the PSA

membership.psa.asn.au/join



PSA Representative – School Administrative & Support Staff Reference Group

**2016 – 2017
Expression of Interest**

Please complete this form and return to Ann Attwater aattwater@psa.asn.au by COB **Friday 19 February 2016**

Name	
School	
Email	
Phone Number	

I confirm that I am a member of the PSA committed to ongoing professional learning with the capacity to represent the views and needs of School Administrative and Support Staff in schools:

Sign _____ Date _____

Operational Directorate

Below is a chart which reflects the structure of the SRGs. The PSA needs a rep for each of the ten areas as listed. Please tick the appropriate SRG area box below for which you are nominating to represent.



Classification: (Please tick your classification below)

School Administrative Manager High School	
School Administrative Manager Primary	
School Administrative Officer High School	
School Administrative Officer Primary School	
School Learning Support Officer	
General Assistant	
Aboriginal Education Officer	