

2017-2018 Workshop Calendar

Date	Workshop / Atelier	Deadline / Échéance	Location / Endroit
Sept. 25-26, 2017	Intro to Stewarding (Bring Bylaws and CA)	Sept. 18, 2017	CUPE Charlottetown
Oct. 24-25, 2017	NEW Financial Officer **Two Full Days** (Bring bylaws / computer)	Oct. 17, 2017	Loyalist Country Inn Summerside
Nov. 9-10, 2017	Introduction to CUPE	Nov. 2, 2017	CUPE Charlottetown
Nov. 21-22, 2017	Social Media (Bring computer)	Nov. 14, 2017	CUPE Charlottetown
Dec. 12-13, 2017	How Bargaining Works / Mobilizing	Dec. 5, 2017	CUPE Charlottetown
Jan. 25-26, 2018	Leadership Basics for Executives	Jan. 18, 2018	CUPE Charlottetown
Feb. 14-15, 2018	Building Strong Local Unions	Feb. 7, 2018	CUPE Charlottetown
Mar. 8-9, 2018	Health & Safety Violence Prevention, Solidarity Beyond Borders, Incident Investigations	Mar. 1, 2018	CUPE Charlottetown
Mar. 28-29, 2017	Steward Learning Series What stewards need to know about bargaining, Creating gender equality, Discipline and Discharge	Mar. 21, 2018	Loyalist Country Inn Summerside
April 3-4, 2018	Creating Racial Justice	Mar. 27, 2018	CUPE Charlottetown
May 1-2, 2018	Leading as a Team / Financial Essentials	Apr. 24, 2018	CUPE Charlottetown
May 23-24, 2018	Duty to Accommodate	May 16, 2018	CUPE Charlottetown
June 7-8, 2018	Steward Learning Series Harassment Free Workplace, Understanding Mental Health, What's Our Duty	May 31, 2018	CUPE Charlottetown

PLEASE NOTE:

- Please be advised that there are no registration fees for these workshops.
- All classes are from 9:00 am to 4:00 pm on the first day and from 9:00 am to 12:00 noon on the second day unless otherwise indicated.
- **Due to limited space, members are encouraged to register early. A minimum of 10 participants is required for the workshop to go ahead or will be cancelled.**

REMARQUES :

- Veuillez prendre note qu'il n'y a aucun frais pour ces ateliers.
- L'atelier débute à 9 h jusqu'à 16 h le premier jour et de 9 h à midi le deuxième jour sous réserve d'indication contraire.
- **Les espaces sont limités, donc, inscrivez-vous dès maintenant. Un minimum de 10 participants est requis pour que l'atelier aille de l'avant.**

REGISTER ONLINE AT:

www.cupe.ca

RETURN REGISTRATION BY:

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CUPE MARITIME REGIONAL OFFICE

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WORKSHOP DESCRIPTIONS

Building a Strong Local Union - With the right vision, your local can be stronger. This workshop covers issues, problems and solutions that are relevant to your local; strategies for making your local more inclusive (including young members); and an action plan to strengthen your local.

Duty to Accommodate

Learn about the rights and responsibilities of both employers and unions under the Duty to Accommodate. In this workshop, you will explore case law, key concepts and the prohibited grounds of discrimination under human rights law; learn to make the case for accommodating workers and how to help union reps and employers come up with appropriate accommodations for members; look at how we can break down stereotypes and stigma to support the accommodation process for those who need it.

Financial Officer (Two full days - 12 hours)

In this workshop, you will learn about your duties within the finances of the union, budgeting and how to be transparent and accountable to members. You will also learn about bookkeeping. The treasurer will learn how to use the CUPE electronic ledger, manage the local union's funds and accounts, and prepare reports to the membership and the trustees.

Health and Safety Modules:

Basics of Incident Investigation - Learn how to identify root causes of workplace incidents, injuries, and diseases, common routes of entry of toxic substances, and your role in the investigation process.

Solidarity Beyond Borders - Health and safety standards are starkly different around the world. Trade deals signed by our government not only keep workers in other countries down, but can also hurt Canadian workers. This module examines a few of the socioeconomic and political realities of the global workforce to illustrate how poor health and safety laws around the world make it harder for us to bring positive change to workers in Canada.

Violence Prevention in the Workplace - This module examines the risk factors that lead to violence in the workplace, and the employer's obligations to prevent workers from being exposed to and injured by violence while at work. We examine relevant health and safety law, and start to develop strategies to make our workplaces safer.

Creating Racial Justice - Stopping racism in the workplace and the union will benefit everyone. In this workshop, you will deepen your understanding of racism; explore the history of racism and colonialism in North America; explore how to be an ally for racial equality.

How Bargaining Works and Mobilizing for Bargaining - These modules will cover the legal framework for collective bargaining and where we get our power as a union. We will also look at effective ways to engage members before bargaining begins, and throughout the bargaining process.

Introduction to CUPE - Learn about CUPE structure and about the values and principles of the labour movement. Understand the roles and responsibilities of elected officers, and the bylaws and constitutions that structure our organization. Leave knowing how to make your voice heard at a union meeting and how to participate in the decisions of your union.

Leadership Basics for Executive Members - Who am I as a leader? Who are we as a local union? How do we fit into the broader movement? Learn how to use the power of your elected position to build power in the union, create space for more members to get involved and strengthen solidarity in the labour movement and in our communities.

Leading as a Team and Financial Essentials - These workshops are for all members in an elected position within the local union. Whether you are a trustee or a member of the executive, learning about the basics of the local union's finances is a priority. In this workshop, you will learn about your duties within the finances of the union, budgeting and how to be transparent and accountable to members. Executives teams explore power and responsibility that comes with it, how we work in teams and how to balance our leadership styles to engage the membership and work effectively across diversity.

Social Media - Facebook, Twitter, YouTube... How can they benefit my local? How are groups using social media for activism? How can I deal with people's resistance? What are the guidelines for using social media? Explore questions like these and get lots of hands-on practice in CUPE's Social Media workshop.

Stewarding – An Introduction - What does a CUPE steward do? If you are a new steward and want to learn how to help CUPE members solve workplace problems, this introductory workshop is for you! In this workshop, you will learn about investigating workplace problems; filing a grievance; meeting with management, and dealing with workplace complaints.

Steward Learning Series Modules:

What a Steward Needs to Know about Bargaining - Learn about the different steps in the bargaining process, the responsibilities of different activists throughout bargaining, and the role that stewards play during bargaining.

Creating Gender Equality - How do you know if gender inequality is happening in your workplace? Learn about gender inequality and ideas for how stewards can challenge sexism in the workplace.

Handling Discipline and Discharge - Learn about key legal concepts and terms, the role of the stewards during the employer's investigation, when discipline is given, and during grievance meetings, and how to develop effective arguments.

Creating Harassment-Free Workplaces - Learn how to recognize harassment, educate the members about harassment, and represent members who are involved in harassment complaints.

Understanding Mental Health - Explore the steward's role in supporting and representing members around mental health and mental illness. Learn what to do about stigma, and how to approach a conversation with a member about a possible mental health issue.

What's our Duty? - Learn about where stewards get their authority in the workplace, the duty of fair representation, and other labour laws that cover the workplace.

