

INTRODUCTION TO YOUR UNION (1 DAY)

What does the union do for me, and what is my responsibility to my union? This course will provide you with a basic overview of how the labour movement was integral to lobbying for the legislated rights and working conditions that we enjoy today. You will review AUPE's structure and democratic process. This course will begin your learning journey with AUPE and help offer opportunities to be active within your union. This course is also offered online.

INTRO TO LABOUR HISTORY: WORKERS' HISTORY (2 DAYS)

Have you ever wondered why and how workers formed the first trade unions? This introductory course will help you see yourself in the past, to better understand yourself in the present. You will learn how history and activism are integrated, and gain access to the information, traditions, and knowledge that inform our union's present struggles. Please Note: The course will not provide a complete picture of the 'jigsaw puzzle of the past,' but rather gives some tools and understanding to continue exploring on your own. *Prerequisite: Introduction to Your Union.*

CONTRACT INTERPRETATION (1 DAY)

You will be introduced to a seven-step process that facilitates how to read a collective agreement. Examination of contract language and applying a systematic approach to determine contract violations are key components of this introductory class. This course is for; Members who want to learn the basics to reading and interpreting their collective agreement. Please Note: This course is not a forum for discussion on individual workplace issues. *Prerequisite: Introduction to Your Union*

INTRODUCTION TO OH&S (2 DAYS)

This introductory level course provides you with an overview of health and safety in the workplace. The history of health and safety issues, legislation, hazard identification, and collective agreement coverage will be reviewed. You will learn about some assessment tools and gain confidence to assist in developing effective health and safety cultures in your workplaces. You will also leave the course with access to valuable resources to continue your learning about OHS. This is a practical course for members interested in gaining a basic understanding of occupational health and safety. *Prerequisite: Introduction to Your Union*

BASIC CONFLICT MANAGEMENT (2 DAYS)

This course focuses on basic conflict management skills. The class will look at effective communication as a strategy for preventing negative workplace conflicts and how prevention strategies can be used to address a conflict before it gets destructive. You will assess your own conflict management styles (strengths and challenges), and learn when not to intervene in conflicts. Please Note: While this course will provide tools for conflict management, we will not be focused on your individual conflict scenario during the course. *Prerequisite: Introduction to Your Union*

FOUNDATION FOR UNION STEWARDS (3 DAYS + HOMEWORK & MENTORSHIP)

You will focus on the Union Steward as a grievance handler. The following areas will be covered to ensure a thorough process is followed for managing grievances: Roles and Responsibilities of a Steward, Interviewing Members, Legislation, Investigations, Disciplinary and Non-Disciplinary Grievances, Grievance Writing and Presentation. The program will include duty to accommodate situations and exposure to many other workplace scenarios. You will be expected to attend all three days of training and complete a homework assignment within a specific time period to continue on to the mentoring component of the program. Please Note: This course is not for people who avoid conflict. *Prerequisite: Basic Conflict Management, Intro to OHS, Contract Interpretation and must be a Nominated Steward.*

OH&S FOR STEWARDS (2 DAYS)

You will use Occupational Health and Safety legislation along with your collective agreements to understand what the union steward's role is in OHS. You will focus on developing strategies to identify potential health and safety issues, workplace hazards and proper reporting procedures. You will also gain some understanding of the limitations of the Internal Responsibility System, and why organizing for safety is so important. Stewards who want to represent members on the worksite when it comes to OHS issues. This course will apply the skills used in your Steward training to Occupational Health and Safety. *Prerequisite: Introduction to OHS and must be a Union Steward.*

RETHINKING POLITICS formerly Intro to Politics (2 DAYS)

Politics is not just for politicians. Figure out how you and your union have the political power to make positive changes in your home, workplace, community and the world. Please Note: This course is not focused on electoral politics or the political landscape. *Prerequisite: Introduction to Your Union*

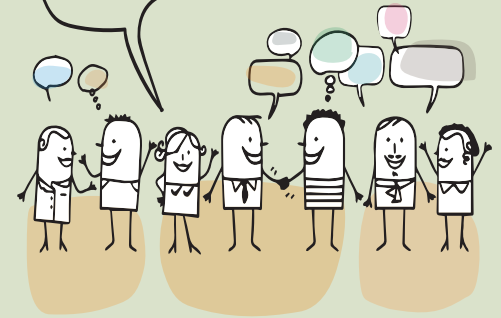
Please Note: Courses run from 8:30 am to 4:30 pm. If you have other commitments that conflict with our class times (e.g. childcare, doctor's appointments, etc.), please make arrangements so that you are able to attend the registered course for the entire day(s). We request that members do not register for a course on days you are unable to attend for the entirety.

AUPE.ORG/TRAINING

D18176
AULReP



Welcome to
Fall 2018



EDUCATION SCHEDULE

FALL 2018

The AUPE Education Program is responsible for developing and delivering education courses to members and officers in support of the role they perform in their union.



AUPE

THE ONLINE REGISTRATION SYSTEM...

Enables you to register yourself in AUPE courses through the AUPE website

Walks you through registering for courses and ensuring appropriate prerequisites

Counts down the number of spaces left in a course

Keeps track of your course registrations

Allows for automatic wait-lists

Notifies you of new courses in your area

Contains your education history

Stores copies of all AUPE Education certificates

ONLINE REGISTRATION AT A GLANCE

Sign in to the online registration system available at aupe.org/training/ using your member number

Select course and date (the system will ensure you meet the necessary prerequisites)

Receive acceptance email a few weeks prior to the course

PLEASE NOTE:

Member ID is required to register (if you require your Member ID please contact 1-800-232-7284)

Members are required to register in the city closest to their home

When registering for courses, members must register themselves and ensure all course prerequisites are met

For more details regarding courses AUPE has to offer, please refer to the AUPE website at aupe.org/training/

REGISTER ONLINE AT

AUPE.ORG/TRAINING

AUPEEducation

COURSE	EDMONTON	CALGARY	RED DEER	LETHBRIDGE
INTRODUCTION TO YOUR UNION	SEPT 17 OCT 19 NOV 19	SEPT 18 OCT 18 NOV 19	SEPT 27	SEPT 25
BASIC CONFLICT MANAGEMENT	SEPT 20 & 21 OCT 31 & NOV 1	SEPT 19 & 20 OCT 23 & 24	OCT 23 & 24	OCT 31 & NOV 1
CONTRACT INTERPRETATION	SEPT 24 OCT 30 NOV 22	SEPT 27 OCT 29 DEC 4	NOV 13	NOV 13
INTRODUCTION TO OH&S	NOV 6 & 7	NOV 6 & 7	NOV 14 & 15	NOV 20 & 21
LABOUR HISTORY: AN INTRODUCTION TO WORKERS' HISTORY	OCT 16 & 17	NOV 20 & 21	DEC 18 & 19	NOV 14 & 15
RETHINKING POLITICS <i>formerly Intro to Politics</i>	NOV 20 & 21	OCT 16 & 17	NOV 27 & 28	NOV 27 & 28
OH&S FOR STEWARDS	DEC 11 & 12	NOV 29 & 30		
FOUNDATIONS FOR UNION STEWARDS	DEC 3, 4 & 5	DEC 11, 12 & 13		
ONLINE INTRODUCTION TO YOUR UNION	SEPT 17 - OCT 1 DEC 3 - 17			