



Steward Notes

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A strong foundation

AUPE's new
Foundations for Union Stewards
program rolls out

The first participants in AUPE's new union steward training program took on their new roles by the end of the 2015. The new program equips union stewards with the education and training they need to provide AUPE members with a strong foundation of workplace support and advocacy.

The new program responds to feedback from stewards who reported they needed more training in order to fulfill all the duties expected of them. Union stewards are now required to complete more introductory courses

By Merryn Edwards
Communications Staff

as prerequisites, and the Foundations program expands on previous training to include three days of coursework, a homework assignment and five days of mentoring with multiple Membership Services Officers (MSOs).

Union stewards who completed the previous Level 2 or 3 training do not need to complete the new training program. However, all union stewards are invited to participate in yearly workshops to help hone their skills. The workshops are non-mandatory, but will provide opportunities to network with other union stewards in their regions and learn more about specific issues such as understanding Alberta's Personal Information Protection Act.

If you have not completed the required training under the previous or the new program (up to and including the mentorship portion), you are not an authorized AUPE Union Steward and you cannot represent members. Acting as a union steward before completing the necessary training program could have serious ramifications.

The new program will equip union stewards with the education and training they need to provide AUPE members with a strong foundation of workplace support and advocacy.

After completing the Foundations training, union stewards will be prepared to take on all the duties expected of them, including interpreting collective agreements, representing members in meetings and investigations, attending disciplinary meetings, and handling grievances. However, union stewards will also be expected to work closely with their MSO. In fact, only an MSO or other AUPE staff member can fulfill some duties, such as filing completed grievances, handling policy grievances, extending time limits, or signing last chance agreements.

During the mentorship component of the new Foundations program, participants will be able to see firsthand what MSOs do on a daily basis. Even after the mentorship ends, MSOs are a great resource for Union Stewards for any questions or concerns they may have.

If you have any questions about the new union steward program or would like more information about becoming an AUPE Union Steward, contact the Member Resource Centre at 1-800-232-7284. ■



HAVE QUESTIONS?

CONTACT YOUR MEMBER SERVICES OFFICER

CALL 1-800-232-7284

Have your local/chapter number and worksite location ready so your call can be directed quickly.





Understanding Standing Committees

AUPE members can build their skills and contribute to their union by getting involved in a wide range of committees

By Merryn Edwards
Communications Staff

An important part of the role of a union steward is to help identify and develop union activists, encouraging members to get involved and take on leadership roles. It's a win-win when members learn new things and develop their own potential while also contributing their skills and energy to the union.

The range of issues covered by AUPE's thirteen standing committees is broad enough for most members to find something that piques their interest. Members can get involved with

everything from the union's finance and governance to social issues affecting AUPE members and all working people. In addition, a new Centennial committee will help AUPE prepare to celebrate its 40th anniversary in 2016 and the centennial of its forerunner, the Civil Service Association of Alberta, in 2019.

Now is a great time to consider getting involved since the standing committees are beginning a new cycle. Every two years, standing committees are dissolved and reconstituted following an election

year convention. The newly reformed committees met at the beginning of December to orient new members and plan their activities for 2016.

If you think you may be interested in getting involved, check out the Committees section of the AUPE website to learn more about the kind of work they do. Reading past minutes and other documents will give you a good idea of what it would be like to serve on a committee.

Some committees, including the Political Action, Occupational Health and Safety, Women's, Pay and Social Equity, Young Activists, Environment and Centennial committees, also offer other ways for members to get involved in activities over the next two years. Many committees are also active on social media sites such as Facebook.

There are usually plenty of ways to start small with your involvement, such as sending a letter in support of a committee campaign or attending a conference to learn more. Getting involved in these kinds of activities will give you a better idea of whether or not you would like to consider applying to become a formal member of the committee when the next committee cycle begins in 2017. ■

AUPE's Standing Committees

- Legislative Committee
- Membership Services Committee
- Committee on Political Action
- Occupational Health & Safety Committee
- Women's Committee
- Pension Committee
- Pay & Social Equity Committee
- Young Activists Committee
- Environmental Committee
- Members' Benefits Committee
- Anti-Privatization Committee
- Human Rights Committee
- Finance Committee
- Centennial Committee (*ad-hoc*)



KNOWLEDGE IS POWER!

Labour education helps ensure AUPE members are trained and willing to take a stand for services to the public, decent jobs and fairness in the workplace and their communities. AUPE's Education Program is responsible for developing and delivering continuing education courses to members and officers in support of the role they perform in their Union.

AUPE courses are scheduled to be offered in Edmonton, Red Deer, Calgary and Lethbridge. Core course registration opens January 5th. To register for core courses, contact the AUPE Resource Centre at 1-800-232-7284. You can also email the registrar for the area closest to you: Edmonton (edmontonregistrar@aupe.org), Red Deer (reddeerregistrar@aupe.org), Calgary & Lethbridge (calgaryregistrar@aupe.org).

Education Schedule - Winter 2015 ** schedule subject to change*

	EDMONTON	CALGARY	RED DEER	LETHBRIDGE
Introduction to Your Union	Jan. 28 Mar. 8	Jan. 28 Mar. 8	Feb. 3	Mar. 8
Contract Interpretation	Feb. 9 Apr. 15	Feb. 9 Apr. 14	Apr. 6	Apr. 14
Introduction to OH&S	Feb. 10 & 11 Apr. 7 & 8	Feb. 10 & 11 Apr. 12 & 13	Mar. 9 & 10	Apr. 12 & 13
Basic Conflict Management	Jan. 26 & 27 Feb. 23 & 24 Mar. 30 & 31	Jan. 26 & 27 Feb. 23 & 24 Mar. 30 & 31	Feb. 18 & 19 Apr. 7 & 8	Jan. 26 & 27
Component Officer	Apr. 21 & 22	Apr. 21 & 22	Apr. 19 & 20	
Foundations for Union Stewards	Mar. 16 - 18	Apr. 5-7		
OH&S for Stewards	Apr. 13 & 14			
Online Introduction to Your Union		Jan. 25 - Feb. 8 Mar. 21 - Apr. 4		

Please note:

Members within the Grande Prairie, Peace River and Athabasca servicing areas are required to register for courses in Edmonton. Members within the Camrose servicing area are required to register for courses in Edmonton or Red Deer, whichever location is closest to your home.

Members within the Lethbridge and Medicine Hat servicing areas are to register for courses in Lethbridge where possible, and can otherwise register for courses in Calgary.

When registering for courses, members are required to call to register for themselves. As well please ensure all course prerequisites are met.

For more details regarding courses AUPE has to offer please refer to the AUPE website at <http://www.aupe.org/member-resources/education/>. This includes the core course schedule for Winter 2016, course descriptions with prerequisites, Union Steward nomination forms and other AUPE Education details.

Steward Notes is published by the Alberta Union of Provincial Employees to provide information of technical interest to AUPE Union Stewards, worksite contacts and other members. Topics deal with training for union activists, worksite issues, disputes and arbitrations, health and safety, trends in labour law, bargaining and related material. For more information, contact the editor.

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The goal of Steward Notes is to help today's AUPE Union Stewards do their jobs effectively. To help us, we encourage readers to submit story ideas that deserve exposure among all AUPE stewards.

Story suggestions for Steward Notes may be submitted for consideration to Communications Staff Writer Merryn Edwards by e-mail at m.edwards@aupe.org or by mail. Please include names and contact information for yourself and potential story sources.

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