

Registration Form

PHONE: 780.474.4747
FAX: 780.477.1064
EMAIL: office@edlc.ca

Name *(please print)*

Street Address

City / Postal Code

Email Address

Home Phone

Work Phone

Union

Union Phone

Union Email

Choose one course from the course selection. *First choice will be accommodated on first come first serve basis. In the event that your first choice is not available indicate your alternate course preferences. You will be notified if your choices are not available.*

1st Choice

2nd Choice

Dietary Requirements / Allergies

REGISTRATION FEES FOR AFFILIATES: \$120 | FOR NON-AFFILIATES: \$150

Registration will be paid by: Individual Local Union

Fees include a conference kit, workshop material, coffee, and lunch on Saturday. Parking not included but is available on site for \$3/day. No refunds after February 11th. A receipt will be issued when payment has been received.

Registration and payment can be done online at edmontonlabour.ca/winter-school2022

DEADLINE

Registrations must be received by the EDLC by Monday, February 4th. Registrations will be accepted on a first-come first served basis. Class sizes of minimum of 10 and a maximum of 20 have been set. If your course selections are not available, you will be offered alternatives.

Register early to obtain your first choice. Priority will be given to the affiliates of the EDLC.

CHILD CARE

Please indicate on the registration form if you will require childcare as the EDLC will reimburse reasonable childcare costs.

IS/COPE 458



Edmonton & District
Labour Council
AFL-CLC

Annual Labour School

FEBRUARY 26 & 27, 2022

COURSE SELECTIONS

1. Basic Shop Steward
2. Advanced Shop Steward
3. A Path to Reconciliation
4. Organizing for Power – Taking Back the Work Floor
5. WCB Advocacy
6. Understanding your Union Meeting
7. Conflict Resolution

CLASS SCHEDULE

Saturday, February 26 <i>(lunch will be provided)</i>	Registration: 8:00 AM – 9:00 AM Classes: 9:00 AM – 5:00 PM
Sunday, February 27	Classes: 9:00 AM – 1:00 PM



EDUCATION IS THE MOST POWERFUL WEAPON WHICH YOU CAN USE TO CHANGE THE WORLD – NELSON MANDELA

Committee Members: Kathleen Mpulubusi, Lenard Legault, Amanda Herman, Sharon Tobias, Mario Pailamilla, Sandi Johnson, Lynn Davis, Joy Correia, Natasha Fryzuk (Chair)

Location: Concordia University College of Edmonton, 7128 Ada Boulevard

Course Descriptions

ANNUAL LABOUR SCHOOL WINTER 2022

BASIC SHOP STEWARD

Shop stewards are the cornerstone of the labour movement. They are the first lines of defense for employees in the workplace. The members rely on shop stewards for first-hand information about their rights under the collective agreement. Shop stewards provide support, encouragement and inspiration in defending those rights. The best source of union leadership is found in the ranks of the shop stewards — they are a key element to a strong, democratic and activist union. This course is designed for stewards, committee persons and union activists. The course covers:

- Communication with the members; their concerns, complaints, and expectations.
- Day-to-day administration and policing of the collective agreement, the grievance procedure, including investigation, and processing up to arbitration.
- Preparation for negotiations.

ADVANCED STEWARD: REPRESENTATION SKILLS & TOOLS

Prerequisite: Basic Shop Steward. This second level course builds on the framework of steward skills established in our Level-1 course. The course will focus on representation issues such as knowing your membership, working with union executive, grievance preparation, problem solving, conflict resolution, and representation skills.

Participants in the course will review the following topics such as:

- Review the 6 Ws
- Develop strategies to respond to common management tactics
- Simulate grievance investigation and interviewing
- Practice enhancing the participants role as a leader and activist

A PATH TO RECONCILIATION: INDIGENOUS & TREATY HISTORY

This course is designed for non-Indigenous workers who want to learn more about Indigenous issues and who want to work in solidarity with their First Nations and Métis brothers and sisters. Issues to be discussed will include history, spirituality, creating a representative workforce, Indigenous issues at the bargaining table, and opening the union to Indigenous activists. Indigenous workers are also welcome to enroll in this course.

WCB ADVOCACY

This course is designed for shop stewards, executive members, health and safety advocates, and other union representatives interested in learning about workers' compensation in order to help their members and answer questions. Participants will learn about WCB reporting and recording requirements, the criteria for an acceptable claim, benefits, and appeals. The course will focus on learning how to use workers' compensation policies and legislation in WCB advocacy, and will use hands-on exercises.

CONFLICT RESOLUTION

This course provides union activists with toolkit of strategies, tactics, and skills to manage specific disputes as well as conflict in the workplace. Managing workplace disputes and conflict focuses on mastering coaching and communication skills, investigative techniques, documenting facts, utilizing frameworks for analyzing disputes, strategies for generating alternatives and evaluation options, as well as dispute system design techniques.

After this course, representatives will be able to:

- Describe a continuum of dispute resolutions options, evaluate appropriate frameworks for analyzing disputes, practice techniques for effective coaching of others within their union.
- Examine procedures for conducting investigations, contrast methods of generating alternatives and evaluating options or solutions demonstrate various communication skills, and identify techniques to deal with systemic conflict.

UNDERSTANDING YOUR UNION MEETING

This is a two-part course. Parliamentary Procedure covers how to run a meeting effectively, the duties of a chairperson and secretary, and how rules of order can provide a democratic and fair process to get the business of the union accomplished. Public Speaking covers how to speak persuasively to various groups and how different formats are used to speak at convention, debates, and impromptu gatherings.

ORGANIZING FOR POWER: TAKING BACK THE WORK FLOOR

If the lessons of this course are implemented, you are guaranteed to see a more informed and engaged membership both in their union and on the shop floor. We will provide hands on, practical examples, and training in allowing members to see their collective strength and how to exercise it to show immediate results. From there you will learn methods on internal organizing, work floor mapping, list building, pressure tests, and increasing engagement for your members. If your work floor is disengaged and you have the drive to make that change, this is the course for you.



FYI: CONCORDIA UNIVERSITY COLLEGE OF EDMONTON IS A NON-SMOKING CAMPUS.