# S.A.D.C.

The Southern Alberta District Council pays for the registration fee for one member from each affiliated Local to attend. Members are encouraged to carpool and share hotel rooms to ease the cost to your Local's funds. We also encourage members to bring travel mugs for use.



\$25.00 childcare costs for each day will be reimbursed with a receipt as per the SADC by-laws.







Sponsored by



CUPE Southern Alberta

District Council
in

Medicine Hat, Ab

April 20 & 21, 2013





# **CUPE** Southern Alberta District Council **SPRING SCHOOL**

# WORKSHOPS A OR B

#### A. Stewarding - Introduction to Stewarding

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:

- the role of the steward
- investigating workplace problems
- CUPE's structure
- filing a grievance
- meeting with management
- dealing with workplace complaints

PLEASE bring your current collective agreement to class

#### **B.** Financial Officers

This workshop is for secretary-treasurers and trustees. You will practice:

- keeping a monthly ledger
- filling out the per capita tax form
- preparing a budget
- auditing the books

GOOD idea to bring a calculator to class

#### SUGGESTED CLOSE HOTELS

Best Western - 722 Redcliff Drive SW (1-888-527-6633) Ramada - 773 8 Street SW (1-877-526-3319) Quality Inn -Trans Canada Hwy & 7 Street SW (1-800-424-6423)

> \*\* Deadline for Registration \*\* Thursday, April 11, 2013



**DATES:** APRIL 20 & 21, 2013

PLACE:

MEDICINE HAT LABOUR CENTRE 2005 Saamis Drive N.W.

**REGISTRATION** \$35.00 includes lunch on Saturday

# **SCHEDULE**

#### Saturday, April 20, 2013

12:00 noon - Classes 9:00 a.m. to 1:00 p.m. - Lunch 12:00 noon to 1:00 p.m. to 4:00 p.m. - Classes

4:00 p.m. To - SADC Meeting

#### **Sunday, April 21, 2013**

9:00 a.m. to 1:00 p.m. - Classes

# Please Direct Any Questions Regarding Workshop(s) To:

Ed Hanson, Education Representative CUPE Calgary Area Office 240N 3015 5 Avenue NE, CALGARY AB T2A 6T8 403-235-6955 or ehanson@cupe.ca







#### REGISTRATION FORM PLEASE INDICATE WORKSHOP A or B

CUPE Southern Alberta District Council – Spring School
APRIL 20 & 21, 2013

NAME	ADDRESS	LOCAL	WORKSHOP CHOICE:	
			A	В
EG: JANE SMITH	1234 ANYWHERE CALGARY, ALBERTA T2Y 6V6	007	2nd Choice	1 <sup>st</sup> Choice

#### PLEASE RETURN THIS PORTION WITH YOUR CHEQUE MADE PAYABLE TO THE:

CUPE SOUTHERN ALBERTA DISTRICT COUNCIL

c/o Robert Rodzinyak, Treasurer

818 17 Street S., Lethbridge, Alberta T1J 3C9

Telephone: (403) 329-8851 e-mail: <a href="mailto:rrodz81@hotmail.com">rrodz81@hotmail.com</a> or esther\_rodzinyak@hotmail.com

cope #491



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