



PRESENTS

EDUCATION WORKSHOPS

**NORTHERN AREA DISTRICT COUNCIL
 SPRING SCHOOL
 PRINCE GEORGE**

FEBRUARY 27 – MARCH 3, 2017

COURSE	DATE	TIME	FEE
1. Introduction to Stewarding and SLS: What's Our Duty	February 27 February 28	9:00 – 4:00 9:00 – 4:00	\$30 affiliates / \$60 non-affiliates
2. NEW Occupational Health & Safety Series: - Health and Safety: An Introduction - Basic Incident Investigations	February 27 February 28	9:00 – 4:00 9:00 – 4:00	\$30 affiliates / \$60 non-affiliates
3. Financial Officers	February 28- March 1 March 2 March 3	9:00 – 4:00 9:00 – 4:00 9:00 – 4:00 9:00-noon	\$60 affiliates / \$120 non-affiliates
4. NEW Occupational Health & Safety Series: - Ergonomics - Law and Orders - Making Committees Work - Preventing Violence in the Workplace - Basic Incident Investigations	March 1- Mar 2 March 3	9:00 – 4:00 9:00 – 4:00 9:00-noon	\$45 affiliates / \$90 non-affiliates
5. Conflict Resolution	March 2- March 3	9:00 – 4:00 9:00 - noon	\$30 affiliates / \$60 non-affiliates

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FEBRUARY 27 – MARCH 3, 2017**9:00 AM – 4:00 PM**

COURSE	DATE	TIME	FEE
6. Using Our Power at Election Time	March 1- March 2	9:00 – 4:00 9:00 - noon	\$30 affiliates / \$60 non-affiliates
7. Steward Learning Series: - Challenging Homophobia in the Workplace - Challenging Racism in the Workplace - Creating Psychologically Healthy and Safe Workplaces - Understanding Mental Health	March 1 March 2 March 3	9:00 – 4:00 9:00 – 4:00 9:00 - noon	\$45 affiliates / \$90 non-affiliates

WORKSHOP DESCRIPTIONS

1. Introduction to Stewarding → February 27-28

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:

- investigating workplace problems
- filing a grievance
- meeting with management
- dealing with workplace complaints

SLS: 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.

2. NEW Occupational Health & Safety Series: → February 27-28

Health and Safety: An Introduction

This course serves as an introduction into the world of health and safety, and explores different basic concepts such as:

- Identification of hazards
- Hierarchy of controls
- The basic role of health and safety committees
- Basics on the right to refuse

Basics of Incident Investigating

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.

3. Financial Officers → February 28 – March 3

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

4. NEW Occupational Health & Safety Series: → *March 1-3*

Ergonomics

This module looks at the musculoskeletal injuries in the workplace, such as strains or carpal tunnel syndrome, the risk factors and the employers' obligations to prevent these types of injuries.

Law and Orders

This module covers the basic origins of health and safety law, how to find, read and interpret relevant section of law and highlights some of the more important aspects of the specific health and safety law that applies to you.

Making Committees Work

This module explores the structure, role and function of health and safety committees, their strengths and limitations, and how they can best work within the legislative framework, and within our union.

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.

5. Using our Power at Election Time → *March 1 – March 2*

School, municipal, provincial or federal election coming up? The outcome of elections affects workers, public services and equality rights.

This workshop covers the political context we're in, and how to get involved to make a difference. It also helps you get ready to engage our greatest source of power in any election: our members.

6. Conflict Resolution → *March 1 – March 2*

Conflict is a natural part of our lives. Learning to handle it well improves relationships with other members, co-workers and the employer. In this workshop, you will:

- deepen your understanding of conflict
- strengthen your communication skills
- practice responding to conflict

7. Steward Learning Series → *March 1 – March 3*

Challenging Homophobia in the Workplace

What is homophobia and transphobia, and how do they play out in our workplaces, locals, and communities? Learn how a steward can challenge this kind of discrimination, and represent members that experience homophobia in the workplace.

Challenging Racism in the Workplace

This workshop covers what racism looks like in the workplace, and your role as a steward in challenging it.

Creating Psychologically, Healthy and Safe Workplaces

What is a psychologically healthy and safe workplace? Learn to identify the psychological hazards in our workplaces, and the role of the steward in eliminating psychological hazards.

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.

Prerequisites for Steward Learning Series:

**“Introduction to Stewarding” workshop
and some practical experience as a steward.**

***Please bring your Collective Agreement,
Stewards Handbook and Steward Learning Passport.***

FEBRUARY 27 – MARCH 3, 2017

9:00 AM – 4:00 PM

Location:

Ramada Inn
444 George St.
Prince George, BC
V2L 1R6

Registrar:

Connie Taylor – CUPE Prince George Area Office
Phone: 250-563-6914 / Fax: 250-563-1673

or

Crystal Fournier – CUPE Terrace Area Office
Phone: 250-635-6410 / Fax: 250-635-4629

REGISTRATION DEADLINE: February 21, 2017

Registration Fee Includes: Refreshments

SPONSORED BY:

CUPE Union Development and
CUPE Northern Area District Council

REGISTRATION FORM

NADC Spring School – Prince George, BC – February 27 – March 3, 2017

Indicate choice by course #

<i>NAME IN FULL</i> (PLEASE PRINT)	<i>CONTACT</i> <i>INFORMATION</i>	<i>LOCAL</i>	<i>1st</i> <i>CHOICE</i>	<i>2nd</i> <i>CHOICE</i>	<i>3rd</i> <i>CHOICE</i>
	Phone: Email:				

PLEASE MAKE CHEQUE PAYABLE TO "NADC" AND RETURN WITH THIS PORTION TO:

Crystal Fournier, CUPE Terrace Area Office
3210 Emerson Street, Terrace, BC V8G 2R8
Phone: 250-635-6410 / Fax: 250-635-4629

OR

Connie Taylor, CUPE Prince George Area Office
1505 Victoria Street, Prince George, BC V2L 2L4
Phone: 250-563-6914 / Fax: 250-563-1673