

**Friday May 12 (noon) to Sunday May 14th (noon)**

**Financial Officer**

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

*Northwestern Ontario CUPE  
Council (NWOCC)*

**Annual General Meeting**

**Saturday May 13, 2017 at  
4:45pm (meeting room  
behind registration desk)**

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**Lunch supplied by the  
NWOCC on Saturday May 13,  
2017 (Prince Arthur)**

**Saturday May 13  
(9am) to Sunday May  
14th (noon) *(3 in 1 workshop)***

**Member to Member Conflict**

Helping members resolve day-to-day conflicts builds solidarity in the union. In this module, stewards practice coaching members who are in conflict with other members, and work with a four-step approach to basic mediation techniques.

**Creating A Harassment Free  
Workplace**

It is the employer's responsibility to ensure a harassment-free workplace, but the union also has a role to play. Learn how to recognize harassment, educate the members about harassment, and represent members who are involved in harassment complaints.

**Accommodation Friendly  
Workplace**

Human rights laws require employers to accommodate workers who face barriers to employment.

***Register:  
nwontario.cupe.ca***

**Northwestern  
Ontario CUPE  
Council  
(NWOCC)  
Spring School**

**May 9-14, 2017**

**Prince Arthur Hotel  
17 Cumberland St N,  
Thunder Bay, ON**

Rooms for this course are  
\$89.00 plus tax –  
includes breakfast.  
Please use discount  
#2270671 when booking.

## **Tuesday May 9 (9am)- Sunday May 14 (noon)**

### **Collective Bargaining**

The focus of this workshop is a multi day role-play that helps build high-level bargaining skills. If you are a bargaining committee member, here's your chance to work with real bargaining information and gain the experience you need when facing management. You'll also explore current issues like interest-based bargaining and bargaining for equality

### **Health & Safety Level 1**

This program is developed to provide workers and their representatives with a general understanding of occupational health and safety, including hazard awareness, principles for controlling exposure and occupational health and safety law. The training intends to help ignite a passion in participants translating into greater activism in their workplaces, union and communities.

Level 1 is a certificate program.

## **Saturday May 13 (9am) to Sunday May 14th (noon)**

### **Intro 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

Note: This workshop is a prerequisite to taking any of the Steward Learning Series workshops

### **Combat Workplace Bullying**

Bullying hurts everyone. As union members, we have a role to play in combating workplace bullying.

## **Saturday May 13 (9am) to Sunday May 14th (noon) *(3 in 1 workshop)***

### **Creating Psychologically Healthy and Safe Workplace**

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

### **Being an Ally for Equality**

Championing human rights in the workplace and the union is an important role for stewards. What does it really mean to be a good ally?