



## President's Message

*Knowledge and education empowers workers, equips them with the skills and confidence to mobilize others, and strengthens their ability to respond to critical issues like job security, wages, working conditions and the preservation of our social programs. Change happens regardless of what we do about it. In a world where change is an inevitable constant, ongoing or life-long learning is the key to coping with this changing world and workplace.*

*The contacts you make at a labour school will be the basis of networks you build and draw on for years to come. Labour schools provide a forum for workers to meet other union activists, share experiences, learn from one another, strategize; and to realize the collective strength of labour. It is additionally an opportunity to realize the diversity within our movement and our community.*

*At every school, students discover to their surprise that the struggles and issues of other workers are very much like their own. This year's School has something for everyone: I encourage you to enroll in the 2010 EDLC School and build their capacity to deal with the challenges of our changing world.*

# Edmonton & District Labour Council Annual School 2010

### Location:

Nor Quest College  
(Downtown campus)  
10215-108 Street, Edmonton

### Classes:

Friday, March 5, 2010 Registration: 5 - 6:00 pm  
Plenary: 6 - 7:00 PM; classes 7:15 - 9 pm  
Saturday\*, Mar. 6, 2010 8:30 am - 4:30 pm  
Sunday, Mar. 7, 2010 8:30 am - 12:30 pm

\*Lunch supplied Saturday

## Course Selections:

1. Basic Shop Steward
2. Advanced Shop Steward As Educator
3. Retiring In Style
4. Saving Medicare, Some Cuts Do Not Heal
5. Health and Safety- Sick Work? Sick World?
6. WCB Policies And Appeals
7. Campaign Organizing
8. Conflict Resolution
9. Building Local Unions - Leadership Skills
10. Talking Between Generations in the Union

## Register Early

**Registration fees are: \$75 for affiliates and \$100 for non-affiliates for the Basic Shop Steward (copy of CLC Stewards Handbook included). For all other courses it is \$70 for affiliates and \$95 for non-affiliates.**



**REGISTRATION  
DEADLINE:  
Noon - Thursday  
Feb. 11, 2010**

# COURSE DESCRIPTIONS



## 1. Basic Shop Steward Training - Level I

Shop stewards are the cornerstones 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 key to a strong, democratic and activist union. This course is designed for stewards, committee persons and union activists. It 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.

## 2. Advanced Shop Steward – As Educator

**Prerequisite: Basic Shop Steward.** Education of union members is crucial to the survival of local unions. The Steward As Educator is designed to assist the steward, local union leader, or local union activist to develop skills and confidence in educating members around union issues in the workplace and community issues of the day. The course offers new ideas and methods of discussing membership education and communication and offers participants a look at how they can plan to make union education and the role of steward a crucial part of the local union structure.

## 3. Retiring in Style

Thinking of retiring but haven't started planning? This course covers how to plan for healthy living during retirement. Learn valuable information and tools to help you make important choices about your retirement. Course will cover CPP, OAS, GIS, government programs and tax breaks for seniors, financial planning and tips on selecting a professional financial planner.

## 4. Saving Medicare: Some Cuts Do Not Heal

In Canada, it's Canadians who own our health care system -- not big businesses, doctors or drug companies. But make no mistake, there is a corporate agenda for health care, and it's not about providing decent health care for all Canadians.

The course will:

- Tackle the corporate agenda for health care
- Give examples of how cuts to Medicare threaten our families, communities and union contracts
- Expose the American privatized "system" of health care, and highlight the difficulties our American brothers and sisters face when they try to bargain for health care coverage
- Prepare members, stewards and leaders with hands-on practice for organizing in the workplace, and community against cuts to Medicare.

## 5. Health And Safety – Sick Work? Sick World?

What is an occupational illness? What is an environmental disease? Why do we care? Using community mapping and other participatory approaches this new course will examine the nature sources and impact of occupational and environmental illnesses. We will explore strategies workers have for combating them.



# COURSE DESCRIPTIONS

## 6. WCB Policies And Appeals

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.



## 7. Campaign Organizing

Campaign organizing can be political in nature; community-based; or a union building tool. This course will start you down the road of becoming an effective campaign organizer. It will reinforce the importance of campaign strategic planning and the steps required to develop such a plan. The course will also strengthen participants' skills in volunteer recruitment, leadership skills, problem solving techniques and coalition building strategies.

## 8. Conflict Resolution

This course provides union activists with a 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 analysing 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

## 9. Building Local Unions Leadership Skills

Using an organizing and building activism theme, the course covers leadership skills, problem solving and representation skills for activists who are union representatives on joint health and safety committees and environment committees. The course also covers how to get government inspectors to enforce health and safety laws. For bargaining, the course allows participants to build their skills in preparing for negotiations, writing contract language, and developing bargaining strategy.

## 10. Talking Between Generations in the Union

This course will increase your awareness of the needs and realities of the members of different generations in the union and workplace. It will build your level of comfort and skills for engaging in meaningful cross-generational dialogue. We invite you to explore how the union might respond to the values of the different generations in our midst and share perspectives on how union culture can continue to adapt to meet the needs of each generation. This course requires the participation of both young workers and workers of other generations who are young at heart in order to run successfully.



## Edmonton & District Labour Council School Registration Form

Name (please print) \_\_\_\_\_

Street address \_\_\_\_\_

City/postal code \_\_\_\_\_

Email Address \_\_\_\_\_

Home phone: \_\_\_\_\_

Work phone: \_\_\_\_\_

Union: \_\_\_\_\_

If you require childcare please indicate for which days and approximate cost.

Friday \_\_\_\_\_ Saturday \_\_\_\_\_ Sunday \_\_\_\_\_

Approximate cost of child care \$ \_\_\_\_\_

Choose one course from the course selection. First choice will be accommodated on first come first serve basis.

1<sup>st</sup> Choice \_\_\_\_\_

*In the event that your first choice is not available indicate your alternative course preferences. You will be notified if your choices are not available.*

2<sup>nd</sup> Choice \_\_\_\_\_

Food allergies or preferences  
\_\_\_\_\_

**A receipt will be issued when payment has been received.** Please remit payment with registration form. Please make cheques payable to the Edmonton and District Labour Council and mail to:

**Edmonton & District Labour Council  
101, 10425 Princess Elizabeth Ave. NW  
Edmonton, AB T5G 0Y5  
Phone: 780-474-4747  
Fax: 780-477-1064**



## Education Committee Members

Melissa Field & Claude Keller, Co-Chairs  
Brian Henderson Tom Olenuk  
Perri Garvin

### Courses

1. Basic Shop Steward
2. Advanced Shop Steward As Educator
3. Retiring In Style
4. Saving Medicare, Some Cuts Do Not Heal
5. Health and Safety- Sick Work? Sick World?
6. WCB Policies And Appeals
7. Campaign Organizing
8. Conflict Resolution
9. Building Local Unions - Leadership Skills
10. Talking Between Generations in the Union

### Registration Fees

**For all courses, EXCEPT Basic Shop Steward, it is \$70 for affiliates and \$95 for non-affiliates. For the Basic Shop Steward course the fee is \$75 for affiliates and \$100 for non-affiliates (copy of CLC Steward's Handbook included).** These fees include a conference kit, workshop material, coffee, and lunch on Saturday.

***CLC Shop Steward Handbooks will also be available at the school for a cost of \$5.00 each.***

### Deadline

**Registrations must be received by the EDLC by February 11, 2010.** 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.

### Child Care

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

Is/cope 458