

EDMONTON & DISTRICT LABOUR COUNCIL AFL • CLC

**Annual Labour School
October 27 & 28, 2018**

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**SCHOOL
2018**

***“Education is the most powerful weapon which
you can use to change the world”*** Nelson Mandela

LOCATION

CONCORDIA UNIVERSITY
COLLEGE OF ALBERTA
7128 ADA BOULEVARD
EDMONTON

Course Selections:

1. Basic Shop Steward
2. Advanced Shop Steward
3. WCB
4. Collective Bargaining
5. Introduction to Election Volunteering
6. Conflict Resolution

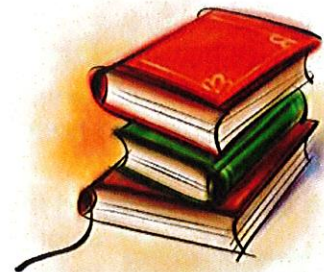
CLASSES

SATURDAY, October 27, 2018	
Registration	8:00-9:00 AM
Classes	9:00 AM-5:00 PM
SUNDAY, October 28	9:00 AM-1:00 PM

*Lunch supplied Saturday

Education Committee Members

Perri Garvin — Chair
Len Legault, Denise Meyer,
Joy Correia, Ajay Sharma



EDMONTON
& DISTRICT LABOUR
COUNCIL AFL • CLC

See what's in it

COURSE DESCRIPTIONS

BASIC SHOP STEWARD

Shop Steward Training



Moving Forward with New Ideas

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 key 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 SHOP STEWARD

Prerequisite: Basic Shop Steward



This second level course builds on the framework of steward skills established in our Level I 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

WCB



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.

COURSE DESCRIPTIONS



COLLECTIVE BARGAINING

If you're on your bargaining committee, or if you want to know more about the bargaining process, this is an important course to take. We all have ideas about what the collective bargaining process looks like and feels like – this program provides a closer view of what actually goes on at the table and in preparations for bargaining. It focuses on the importance of contract language, preparation, leadership, strategies and tactics for maximizing your bargaining power and developing a strategic



INTRODUCTION TO ELECTION VOLUNTEERING

No election campaign can be successful without campaign volunteers.

"NEVER DOUBT THAT A SMALL GROUP OF THOUGHTFUL, COMMITTED CITIZENS CAN CHANGE THE WORLD. INDEED, IT'S THE ONLY THING THAT EVER HAS."
-MARGARET MEAD

In the face of extreme opposition Alberta workers face an election that will have an unprecedented impact on their lives. With the UCP threatening 1/5 cuts to the public sector and repealing the Rand formula, the day to day lives of workers in Alberta is under direct threat.

This course will give you the skills required to confidently walk into a campaign office and provide them with the help that is needed to ensure a successful campaign. With corporate and union donations no longer allowed, Alberta workers need to depend on the strength we have always had, the strength of numbers! It is within working persons' best interest to show up during this vital time. Together, we can ensure the future of a progressive Alberta. Knowing what to expect and the goals you are trying to achieve makes the campaign volunteer experience more effective and rewarding! Come out, get informed, and make a difference during our next provincial election!

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 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.

School Registration Form

Name (please print) _____

Street address _____

City/postal code _____

Email Address _____

Home phone: _____

Work phone: _____

Union: _____

Phone: _____

Email: _____

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

1st 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.*

2nd Choice _____

Dietary Requirements/
Allergies: _____

Registration will be paid by:

- ☐ Individual
☐ Local Union

No refunds after October 19th. A receipt will be issued when payment has been received.

Please remit payment with registration form and make cheques payable to the Edmonton and District Labour Council:

Edmonton & District Labour Council 10212—112 Street NW Edmonton AB. T5K 1M4

Phone: 780-474-4747 Fax: 780-477-1064 Email: office@edlc.ca

**You can register and pay on
our website!!!**

**Register and pay
www.edlc.ca**

REGISTRATION FEES

FOR AFFILIATES: \$90

FOR NON-AFFILIATES: \$115

Fees include a conference kit, workshop material, coffee, and lunch on Saturday.

Parking not included.

DEADLINE

**Registrations must be received by the
EDLC by Friday October 5th, 2018.**

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

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

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