

WORKSHOP CATALOGUE - BC REGION

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This is not a complete catalogue of all available workshops. It has been curated to assist you in finding workshops of interest. The full Union Education workshop catalogue can be found at cupe.ca/mrm-union-education/workshops

BARGAINING SKILLS

Note: workshops marked with a * are designed for a single local

At the Bargaining Table 1: ⌚ 6hrs
BARGAINING BASICS & TEAM-BUILDING*
Target Audience: Bargaining Committee
Description: Review your local’s bargaining history and consider unique dynamics with your employer and current environment. You will also learn how to work together as a strong team. Can be two three-hour sessions.

At the Bargaining Table 4: ⌚ 3hrs
BARGAINING SKILLS*
Target Audience: Bargaining Committee
Description: Your local bargaining committee will learn how to assess whether impasse is reached, how to put more pressure on the employer and how to decide on next steps, together.

At the Bargaining Table 2: ⌚ 6hrs
DEVELOPING PROPOSALS*
Target Audience: Bargaining Committee
Description: Your local bargaining committee will learn how to make decisions, consider equity issues, identify priorities for proposals, develop communication skills and how to face management at the table.

At the Bargaining Table 5: ⌚ 2hrs
RATIFICATION*
Target Audience: Bargaining Committee
Description: Once a tentative deal is reached, your local bargaining committee will learn how to organize a ratification vote, how to run a ratification meeting and what has to happen after ratification.

At the Bargaining Table 3: ⌚ 3hrs
GETTING A DEAL*
Target Audience: Bargaining Committee
Description: Your local bargaining committee will learn how to review proposals, how to communicate with members, how to stay strategic and what to do in tough situations.

DEVELOPING MOBILIZING PLANS* ⌚ 3hrs
Target Audience: Executive
Description: Develop a plan to create a Mobilization Committee and learn principles and processes to plan member engagement. Also known as Planning for Member Engagement.

BARGAINING SKILLS

HOW BARGAINING WORKS

🕒 3hrs

Target Audience: Executive, Bargaining Committee, Union Activists

Description: Learn about the legal framework for collective bargaining and where we get our power as a union.

MOBILIZING FOR BARGAINING*

🕒 6hrs

Target Audience: Mobilization Committee

Description: In this workshop, members of local Mobilization Committees look at effective ways to engage members before bargaining begins, and throughout the bargaining process.

NOTETAKING FOR BARGAINING

🕒 3hrs

Target Audience: Bargaining Committee

Description: Learn how to read the room, understand body language, take good notes, and store notes after bargaining.

PICKET CAPTAIN TRAINING*

🕒 3hrs

Target Audience: Picket Captains

Description: Picket captains learn about: the issues in dispute; the strike plan; their responsibilities; how to manage situations that might come up on the picket line.

PREPARING FOR A SUCCESSFUL STRIKE*

🕒 6hrs

Target Audience: Executive, Strike Committee, Union Activists

Description: To be effective, a strike needs to be well organized. This workshop covers the four pillars of a well run strike: administration, finance/strike pay, communications and picket schedules.

RECONCILIATION IN BARGAINING

🕒 3hrs

Target Audience: Executive

Description: Learn why Truth and Reconciliation is a union issue, what Indigenous cultural safety can look like in the workplace and how members can use collective bargaining to make workplaces more safe and inclusive of Indigenous workers.

STRATEGIC PLANNING FOR BARGAINING*

🕒 6hrs

Target Audience: Executive

Description: Analyze the internal and external factors that impact bargaining, set goals for bargaining, and prepare a work plan to steer you through the bargaining process. This is not a workshop, but tools to help guide the planning process.

*Required as per bargaining policy.

WHAT STEWARDS NEED TO KNOW ABOUT BARGAINING

🕒 3hrs

Target Audience: Stewards

Description: Learn about the different steps in the bargaining process, the responsibilities of different activists throughout bargaining, and the role of stewards during bargaining.



BUILDING A STRONGER UNION

BRING OUR WORK IN HOUSE: HOW TO STOP CONTRACTING OUT

🕒 3hrs

Target Audience: Union Activists
Description: Explore the benefits of bringing services in house—both for CUPE members and for those who rely on the services we provide. Learn how to identify possible services to bring in house and the steps to contracting in.

CHALLENGING RACISM IN THE WORKPLACE

🕒 3hrs

Target Audience: Union Activists
Description: Explore what racism looks like in the workplace, and your role as a union activist in challenging it.

DISABILITY & ABLEISM

🕒 3hrs

Target Audience: Union Activists
Description: Explore what ableism is, how to recognize it, and ways to address it. Learn about how to make your workplace and union accessible to workers with visible and invisible disabilities.

DUTY TO ACCOMMODATE

🕒 6hrs

Target Audience: Union Activists
Description: Learn about the rights and responsibilities of both employers and unions under the Duty to Accommodate.

ESSENTIALS FOR INCLUSIVE UNIONS

🕒 6hrs

Target Audience: Union Activists
Description: Explore who is and who isn't involved in your local union and what might be some reasons why?

GLOBAL PEOPLE POWER

🕒 3hrs

Target Audience: Union Activists
Description: Learn the role that capitalism plays in workers' lives, and explore the links between local and global issues. We will look at how building solidarity with workers in other countries makes the labour movement stronger in Canada and around the world.

SOLIDARITY WITH INDIGENOUS WORKERS

🕒 3hrs

Target Audience: Union Activists
Description: Learn about Canada's history of colonialism, engage in some myth-busting, and explore ways you can build solidarity with Indigenous workers and support reconciliation in the workplace.

ANTI-HARASSMENT AND BYSTANDER TRAINING

🕒 6hrs

Target Audience: Union Activists
Description: When we experience disrespect, harm, harassment, or discrimination in our union, we are unsafe. This workshop teaches how to safely and effectively intervene when we witness harm, oppression, or violence before, during, or after an incident.



EXECUTIVE BOARD TRAINING

Note: these workshops are designed for a single local unless marked with a *

BYLAW ESSENTIALS* ⌚ 3hrs

Target Audience: Executive
Description: Good bylaws are essential to a well-functioning local. Learn the principles of good bylaws and how to make sure they are in compliance with CUPE's national constitution.

LEADING AS TEAM ⌚ 3hrs

Target Audience: Executive
Description: Explore power and the responsibility that comes with it, how we work in teams and how to balance leadership styles to effectively engage the membership.

CONFLICT-READY EXECUTIVES ⌚ 3hrs

Target Audience: Executive
Description: Participants will explore the value of conflict for effective groups, how our beliefs about conflict shape how we respond, and ways to resolve conflict on an executive.

PARLIAMENTARY PROCEDURE* ⌚ 6hrs

Target Audience: Executive
Description: Learn about the role of the chair and the different elements (motions, amendments, points of order, etc.). Get a chance to put the learning into practice.

FINANCE ESSENTIALS* ⌚ 6hrs

Target Audience: Executive
Description: Learn about the basics of the local union's finances, duties regarding the finances of the union, budgeting and how to be transparent and accountable to members.

RECORDING SECRETARIES* ⌚ 9hrs

Target Audience: Recording Secretaries
Description: Learn how to: take clear and accurate meeting minutes; organize files; process and write correspondence; and communicate effectively with members.

FINANCIAL OFFICERS* ⌚ 6hrs

Target Audience: Treasurers & Trustees
Description: Learn about the basics of the local union's finances, duties regarding the finances of the union, budgeting and how to be transparent and accountable to members.

STRATEGIC PLANNING ⌚ 6hrs

Target Audience: Executive
Description: Develop a strategic plan for your local to build capacity and activism within your local.

GOOD MEETINGS ⌚ 6hrs

Target Audience: Executive
Description: Explore ways for your local to improve your meetings, and learn and practice skills to support effective and inclusive meetings.



HEALTH & SAFETY

INTRODUCTION TO H&S

🕒 6hrs

(pre-requisite for other H&S workshops)

Target Audience: New Health & Safety Committee members

Description: Explore identification of hazards; hierarchy of controls; the basic role of health and safety committees; basics on the right to refuse.

BASICS OF INCIDENT INVESTIGATIONS

🕒 3hrs

Target Audience: Health & Safety Committee

Description: 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.

IDENTIFYING AND DOCUMENTING HAZARDS

🕒 3hrs

Target Audience: Health & Safety Committee

Description: Learn techniques for identifying hazards, such as body maps, surveys and inspections. You will also develop a methodology for dealing with hazards.

LAW & ORDERS

🕒 3hrs

Target Audience: Health & Safety Committee

Description: Learn the basic origins of health and safety law, how to find, read and interpret relevant section of law and highlights important aspects of the specific health and safety law that applies to you.

MAKING COMMITTEES WORK

🕒 3hrs

Target Audience: Health & Safety Committee

Description: Explore 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.

RECOMMENDATIONS AND NOTETAKING

🕒 3hrs

Target Audience: Health & Safety Committee

Description: Learn how to take notes at committee meetings and prepare recommendations.



STEWARD DEVELOPMENT

INTRODUCTION TO STEWARDING

🕒 6hrs

(pre-requisite for other Steward workshops)

Target Audience: New Stewards

Description: Learn how to: investigate workplace problems; file a grievance; meet with management; and deal with workplace complaints.

GRIEVANCE HANDLING

🕒 3hrs

Target Audience: Stewards

Description: Share tips and successful practices with other stewards and learn strategies for handling difficult grievances.

ALLY SKILLS FOR STEWARDS

🕒 3hrs

Target Audience: Stewards

Description: Explore what it means to be an ally, and ways that stewards can step up as allies in the workplace and the union.

HANDLING DISCIPLINE & DISCHARGE

🕒 3hrs

Target Audience: Stewards

Description: Learn about key legal concepts and terms, and the role of stewards during an employer's investigation, when discipline is given, and during grievance meetings.

CONFLICT SKILLS FOR STEWARDS

🕒 3hrs

Target Audience: Stewards

Description: Learn about the sources of workplace conflict and how to choose a response that fits the situation. Practice conflict communication skills that will help you resolve conflict at work and in the union.

NOTE-TAKING

🕒 3hrs

Target Audience: Stewards

Description: Why do I have to take notes? What kind of notes should I take? Are my notes private? Learn answers to important questions like these, and practice notetaking.

DUTY OF FAIR REPRESENTATION

🕒 3hrs

Target Audience: Executive, Stewards

Description: Learn about where union activists get their authority in the workplace, the duty of fair representation, and other labour laws that cover the workplace.

REPRESENTING MEMBERS IN FRONT OF MANAGEMENT

🕒 3hrs

Target Audience: Executive, Stewards

Description: Why do I have to take notes? What kind of notes should I take? Are my notes private? Learn answers to important questions like these, and practice notetaking.