

Region Seven's Spring Educational will be held **Saturday, May 29 and Sunday, May 30, 2010 at Dryden Regional Training and Cultural Centre, 100 Casimir Avenue, Dryden**

The following courses will be offered:

- Local Newsletters
- LEC Leadership & Team Development
- Duty to Accommodate
- Stewards 1: Making a Difference in the Workplace
- Dealing with Workplace Conflict
- Organize! The nitty-gritty of an Organizing Campaign

APPLICATIONS

Completed application forms must include the signed recommendation of a Local Executive Officer and be received by the Dryden Regional Office no later than **MONDAY, APRIL 19, 2010**.

SELECTION PROCESS – EDUCATION POLICY SECTION 2 (POLICY MANUAL)

The selection process will be in accordance with the Education Policy – Section 2 of the Policy Manual. All Local Presidents have an OPSEU Policy Manual. Please contact your Local President to review this policy. Applicants will be notified by mail after Wednesday, April 21st of their acceptance for the educational.

CANCELLATIONS

Cancellations for both hotel rooms and attendance in the course must be sent in writing to either the Dryden or Thunder Bay Office.

FAMILY/ATTENDANT CARE

Family/Attendant Care will be reimbursed as per OPSEU policy as outlined on the back of the expense claim which is found in your educational kit. If you have any questions, please check the OPSEU Policy Manual.

Members seeking childcare onsite must make their request through the Dryden Regional office at **least 3 weeks in advance**.

TRANSPORTATION

Arrangements have been made for a motor coach for the members traveling from Thunder Bay to Dryden. The coach will leave the Thunder Bay Regional office at 1:00 p.m. on Friday, May 28 and will arrive in Dryden in time for dinner Friday evening. The coach will be shuttling participants between the hotel and the Training Centre on Saturday and Sunday.

In compliance with the “Greening OPSEU” plan to reduce our carbon footprint that was passed at convention in 2006 and in the interest of cost savings, all participants are requested to travel on the motor coach. Please complete the registration form to reserve your seat. **Alternate travel expense claims for those members traveling from Thunder Bay will only be paid with the advance approval of James Tocker, the Regional Vice-President.**

LOST WAGES/TIME OFF

Per past practice, lost wages will be paid for those members who are shift workers and are scheduled to work on Friday May 28 and/or Saturday May 29 and/or Sunday May 30. Any claim for lost wages must be substantiated by proof from your employer.

TRAVEL TIME

Lost wage claims will also be accepted for those members who are not shift workers and who have to take time off to travel to the educational. Claims will only be honoured for the time that is required to travel.

ACCOMMODATION AND MEALS

Accommodation will be provided for those members who must travel 60 kilometres or more on a SHARED BASIS. The member must pay the difference for single or double accommodation.

Reservations may be made by contacting the Best Western Motor Inn at 1-888-394-2378 or (807) 223-3201. Please use the Group Code OPSEU

Members who bring children to the educational will be entitled to single accommodation. The meal allowance for children under 13 years of age should be 50% of OPSEU's standard meal allowance. If you require special assistance at the hotel, please notify the hotel at the time of making your reservations. Lunch on Saturday will be provided on site at the Training Centre therefore no lunch claims will be accepted for Saturday.

The Regional Equity Committees will also be hosting an 'Equity Breakfast' on Sunday morning at the hotel.

COURSE DESCRIPTIONS

LOCAL NEWSLETTERS

"A local with a newsletter is a local with a heart. It cares about its members." This is a hands-on course providing the basic skills needed to put out a good local newsletter. Participants will have a chance to learn and practice writing news reports and headlines, finding and using graphics and cartoons, use of layout and design tools and equipment.

LEC Leadership & Team Development: A Course for Local Executive Committees to take together

Have you ever returned from a union course with great ideas for improving your local and been met with, at best, blank stares? This course is based on the assumption that LEC teams can benefit from training and planning together to build inclusive, effective locals. It emerges from the experience of OPSEU's Building Local Capacity Project.

4 – 6 people from an LEC register together and participate in this course with 4 or 5 other LEC groupings. The course is a working session for LEC's to clarify their individual and collective roles as local leaders, to develop a comprehensive picture of their units and workplaces, and to assess the functioning of their Local. Based on that assessment, LEC's will begin to develop action plans, which include using a range of OPSEU resources. The final session on "Practicing Shared Leadership" provides tools for improving the ways the LEC works together to address common Local problems.

DUTY TO ACCOMMODATE

Provincial legislation and existing jurisprudence require employers and unions to provide accommodation short of undue hardship. This course is designed to provide participants with an understanding of OPSEU's obligation to accommodate members with disabilities and all other protected groups under the Human Rights Code.

STEWARDS 1: MAKING A DIFFERENCE IN THE WORKPLACE

This is an updated version of Stewards 1, full of new tools and practical activities. The key aims are to strengthen steward skills to orient a new employee to the union, have effective one-on-one conversations with a cross-section of members, develop a communications strategy to enlist diverse member involvement, and develop approaches to everyday workplace problems. Throughout the course, participants are supported to develop a profile of their members, clarify the tasks of the steward, find resources and information in OPSEU, and understand the grievance process and their role in it. Participants should bring their collective agreements.

DEALING WITH WORKPLACE CONFLICT

Everyday, in our lives, we have to deal with situations of conflict. It may be with our family, our work colleagues, our friends, our peers or our supervisors. In this 1 ½ day course we will define and analyse conflict and look at the range of processes aimed at alleviating or eliminating sources of conflict. There are many tools available to persons in conflict. How and when they are used depends on several factors that will be perused. We will also look at mediation and its role in conflict resolution.

ORGANIZE! THE NITTY-GRITTY OF AN ORGANIZING CAMPAIGN

Organizing is the life-blood of the union. Organizing brings new members into our union. Organizing builds our collective strength and assists OPSEU members when; bargaining for improvements, enforcing our contracts, and lobbying politicians for changes to public policy to benefit our members and their communities.

APPLICATIONS MUST REACH THE DRYDEN REGIONAL OFFICE BY: MONDAY, APRIL 19, 2010

**OPSEU REGIONAL OFFICE
102 QUEEN STREET
DRYDEN, ONTARIO
P8N 1A7**

**Telephone 807-223-3306
800-268-7376
Fax: 807-223-4592
Email: bhanson@opseu.org**

**APPLICATION FOR DRYDEN EDUCATIONAL
MAY 29 & 30, 2010**

NAME: _____

ADDRESS: _____

City Postal Code

PHONE: Residence _____ Work _____

S.I.N. or Union Number _____

OPSEU Local Number _____

POSITION ON LOCAL EXECUTIVE _____

SEAT REQUIRED ON MOTOR COACH YES NO

COURSE SELECTION:

FIRST CHOICE: _____

SECOND CHOICE: _____

THIRD CHOICE: _____

FOURTH CHOICE: _____

RECOMMENDATION OF LOCAL EXECUTIVE OFFICER OR UNIT STEWARD:

**PLEASE NOTE: THIS APPLICATION MUST HAVE THE RECOMMENDATION OF A
LOCAL EXECUTIVE OFFICER OR UNIT STEWARD IN ORDER TO BE
CONSIDERED.**

**SIGNATURE OF LOCAL EXECUTIVE OFFICER OR UNIT STEWARD (Please print name and
then sign)**

