

SASKATCHEWAN 2019 Workshop Calendar

Date/Time	Workshop	Deadline	Location
May 11/19 9:00 am-4:00 pm	BARG – How Bargaining Works SLS – What Stewards Need to Know About Bargaining (Bring SLS passport)		Heritage Inn 102 Cardinal Cr. Saskatoon
May 26-31/19	Saskatchewan 2019 Summer School <ul style="list-style-type: none"> • Navigating Interpersonal and Group Conflict • Steward Learning Series • Mental Health • Local Executive Training 	May 4/19	Waskesiu Lake, Saskatchewan
Sept. 18/19 5:30-8:30 pm	SLS – Grievance Handling (Bring Collective Agreement & SLS passport)	Sept. 9/19	CUPE Regina
Sept. 19 & 20/19 9:00 am to 4:00 pm	Introduction to Health & Safety HS – Ergonomics	Sept. 9/19	CUPE Saskatoon
Sept. 20 & 21/19 1:00-4:00 pm & 9:00 am to 4:00 pm	Introduction to Stewarding (Bring Collective Agreement)	Sept. 9/19	CUPE Prince Albert
October 15/19 9:00 am-4:00 pm	LET - Financial Essentials Day 1 – for all elected positions in local (Bring bylaws / computer)	Oct. 4/19	CUPE Regina
October 16/19 9:00 am-4:00 pm	LET - Financial Officers Day 2 – for treasurers and trustees Must have taken Day 1 (Bring bylaws / computer)	Oct. 4/19	CUPE Regina
Oct. 16 & 17/19 9:00 am to 4:00 pm	Introduction to Stewarding SLS – Notetaking (Bring Collective Agreement)	Oct. 4/19	CUPE Saskatoon
Oct. 18 & 19/19 5:30-8:30 pm & 9:00 am to 4:00 pm	Introduction to Pensions (Bring workplace pension statement)	Oct. 8/19	CUPE Regina
Oct. 24 & 25/19 9:00 am to 4:00 pm	Introduction to Health & Safety HS – Basics of Incident Investigation	Oct. 15/19	CUPE Prince Albert
<p>PLEASE NOTE:</p> <ul style="list-style-type: none"> • Please be advised that there are <u>no registration fees</u> for these workshops, except Sask. Summer School 2019. • Pre-requisite of Introduction to Health & Safety for ALL HS modules. • Pre-requisite of Introduction to Stewarding for ALL SLS modules. • Due to limited space, members are encouraged to register early. A minimum of 10 participants is required for the workshop to go ahead or it will be cancelled. 			

REGISTER ONLINE AT: www.cupe.ca

CONTACT: Kim Draeger
Email: kdraeger@cupe.ca Fax: 306-382-8188

WORKSHOP DESCRIPTIONS

BARG – How Bargaining Works

This module can be added to other parts of the Bargaining Education Program. It covers the legal framework for collective bargaining and where we get our power as a union.

SLS – What Stewards Need to Know About Bargaining

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

Saskatchewan 2019 Summer School

1. Navigating Interpersonal and Group Conflict

2. Steward Learning Series

- Growing our Mobilizing Power
- Ally Skills for Stewards
- Representing Members in Front of Management
- Green Action for Stewards
- Taking on Privatization
- Stewards and Health and Safety
- Representing Gender and Sexually Diverse Members
- Challenging Sexism in the Workplace
- Mediating Member to Member Conflict

3. Mental Health

4. Local Executive Training

- Leadership Essentials
- Conflict-Ready Executives
- Leading as a Team
- Duty of Fair Representation
- Essentials for Inclusive Unions
- Parliamentary Procedure-Refresher

SLS-Grievance Handling

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

Introduction to Health and Safety

This course serves as an introduction into the world of health and safety, and explores different basic concepts such as:

- Identification of hazards
- Hierarchy of controls
- The basic role of health and safety committees
- Basics on the right to refuse

HS – Ergonomics

This module looks at the musculoskeletal injuries in the workplace, such as strains or carpal tunnel syndrome, the risk factors, and the employers' obligations to prevent these types of injuries.

Introduction 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 a steward; CUPE's structure; meeting with management; investigating workplace problems, filing a grievance, dealing with workplace complaints.

LET - Financial Essentials

This workshop is for all members in an elected position within the local union. Whether you are a trustee or a member of the executive, learning about the basics of the local union's finances is a priority. In this workshop, you will learn about your duties within the finances of the union, budgeting, and how to be transparent and accountable to members.

LET - Financial Officers

Once secretary-treasurers and trustees complete the Financial Essentials 1-day workshop, they will spend a second day learning about bookkeeping and auditing.

Treasurers will learn how to use the CUPE electronic ledger, manage the local union's funds and accounts, and prepare reports to the membership and the trustees.

Trustees will learn how to properly perform an audit of the local union's books, accounts, properties and assets. At the end of this workshop, trustees will be able to make recommendations to the local union to improve the local union's financial health.

SLS-Notetaking

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.

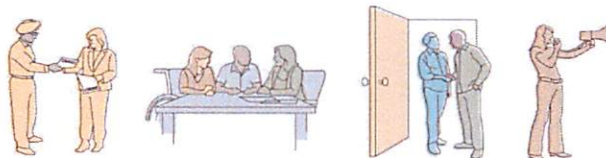
Introduction to Pensions

Pensions are our deferred wages. That's what makes them a union issue – whether you're trying to get a workplace pension for your members or are trying to protect the one you have. In this workshop, you'll learn about:

- Government pensions – the Canada Pension Plan, the Old Age Security Program and the Guaranteed Income Supplement;
- The different kinds of workplace plans and why some are better than others; and
- The attacks on workers' pensions – and how we can fight back as union members.

HS – Basics of Incident Investigation

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.



CUPE WORKSHOP

Steward Learning Series module – Grievance Handling

September 18, 2019

Location CUPE Saskatchewan Regional Office
3731 E. Eastgate Drive
Regina, SK S4Z 1A5

Registration Deadline September 9, 2019

Workshop Details

Wednesday, September 18, 2019 – 5:30 to 8:30 p.m.

Please note that the pre-requisite of Introduction to Stewarding is required to take this Steward Learning Series module.

SLS – Grievance Handling

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

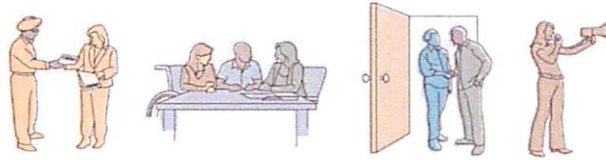
Please bring your Collective Agreement and Steward Learning Series passport with you.

Please remember all workshops are a Scent Free Environment

Street parking only.

Registrar: Kim Draeger, kdraeger@cupe.ca, 306-382-8262

Please register online via the CUPE National Website
www.cupe.ca under “Union Education”



CUPE WORKSHOP

Introduction to Health & Safety and HS - Ergonomics

September 19 & 20, 2019

Location CUPE Saskatoon Area Office
250 Cardinal Cr.
Saskatoon, SK

Registration Deadline September 9, 2019

Workshop Details

Thursday & Friday, 9:00 a.m. to 4:00 p.m.

Introduction to Health & Safety

This course serves as an introduction into the world of health and safety, and explores different basic concepts such as:

- Identification of hazards
- Hierarchy of controls
- The basic role of health and safety committees
- Basics on the right to refuse

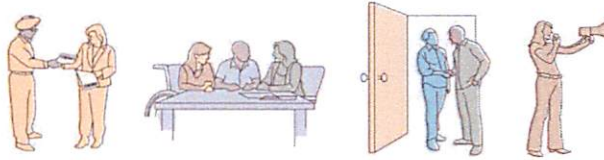
HS – Ergonomics

This module looks at the musculoskeletal injuries in the workplace, such as strains or carpal tunnel syndrome, the risk factors, and the employers' obligations to prevent these types of injuries.

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CUPE WORKSHOP

Introduction to Stewarding

September 20 & 21, 2019

Location CUPE Prince Albert Area Office
3050 Second Avenue West
Prince Albert, SK

Registration Deadline September 9, 2019

Workshop Details

Friday, 1:00-4:00 p.m. and Saturday, 9:00 a.m. to 4:00 p.m.

Introduction 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:

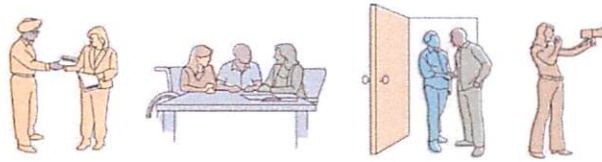
- The role of a steward
- CUPE's structure
- Meeting with management
- Investigating workplace problems
- Filing a grievance
- Dealing with workplace complaints

Please bring your Collective Agreement with you.

Please remember all workshops are Scent Free

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CUPE WORKSHOP

Financial Essentials – Tuesday, October 15, 2019 and Financial Officers – Wednesday, October 16, 2019

Location CUPE Saskatchewan Regional Office
3731 E. Eastgate Drive
Regina, SK

Registration Deadline October 4, 2019

Workshop Details Tuesday & Wednesday, 9:00 a.m. to 4:00 p.m.

DAY 1 - Financial Essentials (for all local executive)

This workshop is for all members in an elected position within the local. Whether you are a trustee or a member of the executive, learning about the basics of the local union's finances is a priority. In this workshop, you will learn about your duties within the finances of the union, budgeting, and how to be transparent and accountable to members.

NOTE: Secretary-Treasurers and Trustees must attend Financial Essentials (Day 1) in order to attend Financial Officers (Day 2) of this training.

DAY 2 - Financial Officers (for secretary-treasurers and trustees)

Once secretary-treasurers and trustees complete the Financial Essentials 1-day workshop, they will spend a second day learning about bookkeeping and auditing.

Treasurers will learn how to use the CUPE electronic ledger, manage the local union's funds and accounts, and prepare reports to the membership and the trustees.

Trustees will learn how to properly perform an audit of the local union's books, accounts, properties and assets. At the end of this workshop, trustees will be able to make recommendations to the local union to improve the local union's financial health.

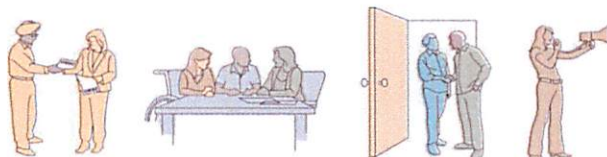
NOTE: Secretary-Treasurers and Trustees must have attended Financial Essentials (Day 1) in order to attend Financial Officers (Day 2) of this training.

**Please bring a copy of your local bylaws and a laptop computer.
Street parking only.**

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CUPE WORKSHOP

Introduction to Stewarding & Steward Learning Series - Notetaking

October 16 & 17, 2019

Location CUPE Saskatoon Area Office
250 Cardinal Cr.
Saskatoon, SK

Registration Deadline October 4, 2019

Workshop Details

Wednesday, October 16 and Thursday, October 17/19 - 9:00 a.m. to 4:00 p.m.

Introduction 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 a steward
- CUPE's structure
- Meeting with management
- Investigating workplace problems
- Filing a grievance
- Dealing with workplace complaints

SLS – Notetaking

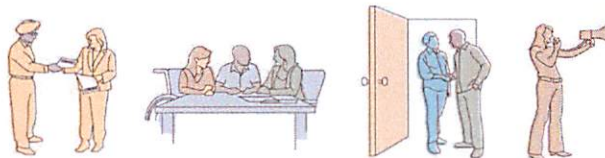
Why do I have to take notes? What kind of notes should I take? Are my notes private? Learn answers to important questions like these, and practice notetaking.

Please bring your Collective Agreement with you.

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CUPE WORKSHOP

Introduction to Pensions

October 18 & 19, 2019

Location CUPE SK Regional Office
3731 E. Eastgate Drive
Regina, SK

Registration Deadline October 8, 2019

Workshop Details

Friday, 5:30 to 8:30 p.m. & Saturday, 9:00 a.m. to 4:00 p.m.

Introduction to Pensions

Pensions are our deferred wages. That's what makes them a union issue – whether you're trying to get a workplace pension for your members or are trying to protect the one you have. In this workshop, you'll learn about:

- Government pensions – the Canada Pension Plan, the Old Age Security Program and the Guaranteed Income Supplement
- The different kinds of workplace plans and why some are better than others
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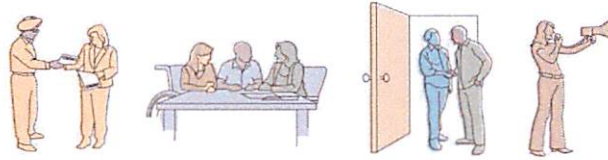
Please bring your workplace pension statement.

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CUPE WORKSHOP

Introduction to Health & Safety and HS – Basics of Incident Investigation

October 24 & 25, 2019

Location CUPE Prince Albert Area Office
3050 Second Avenue West
Prince Albert, SK

Registration Deadline October 15, 2019

Workshop Details

Thursday & Friday, 9:00 a.m. to 4:00 p.m.

Introduction to Health & Safety

This course serves as an introduction into the world of health and safety, and explores different basic concepts such as:

- Identification of hazards
- Hierarchy of controls
- The basic role of health and safety committees
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