2018 Winter/Spring Education Schedule Manitoba

TALKING UNION BASICS (TUB) Friday Jan 19 from 5:30 pm to 8:30 pm Saturday Jan 20 from 9:00 am to 4:30 pm *Registration Deadline: Monday January 8, 2018*

This Friday night/Saturday course is the union's key "introductory" education event. If you have wondered what it means to be a union member, how the PSAC works, and what happens to your dues dollars, then Talking Union Basics provides answers to these questions. The course also introduces the collective agreement, your employee rights and your rights as a member of the PSAC. You will learn about the many opportunities to be active in the union and ways you can make a contribution to building strong locals in the Prairie region. It is recommended that members take Talking Union Basics first, as it provides the basic knowledge you need to get the most from other PSAC courses.

GRIEVANCE HANDLING Saturday Feb 10 from 9:00 am to 4:30 pm Sunday Feb 11 from 9:00 am to 4:30 pm *Registration Deadline: Wednesday January 24, 2018*

This two-day course for union stewards will develop participants' knowledge, skills, and confidence in effectively solving problems at the workplace. A major portion of time will be spent on the relevant technical skills i.e. identifying, investigating, writing up, and presenting grievances.

POLITICAL ACTION COURSE FOR ACTIVISTS Friday Feb 23 from 9:00 am to 4:30 pm Saturday Feb 24 from 9:00 am to 4:30 pm Sunday Feb 25 from 9:00 am to 4:30 pm Registration Deadline: Wednesday February 7, 2018

Join other PSAC members in Manitoba and take a leadership role in ensuring that the rights of our members are a critical priority in the upcoming months. At stake is the future of the public service and civil society at large. This 3 day advanced course will provide you with the tools necessary for playing a key role in elections and other political action campaigns. Participants will create an action plan and will be expected to actively apply their knowledge in the upcoming months. The course will focus on the "hot" issues of the day, how they will affect our members and the skills needed to take the union's message to the membership. Topics

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include: direct action, media and communications, coalition building, lobbying, and using the internet for political action.

VIOLENCE PREVENTION IN FEDERALLY AND PROVINCIALLY REGULATED WORKPLACES Saturday March 17 from 9:00 am to 4:30 pm Sunday March 18 from 9:00 am to 4:30 pm Registration Deadline: <u>Wednesday February 28, 2018</u>

This two-day advanced course provides information and enforcement tools on the Canada Labour Code Part II and the Manitoba Safety and Health Act requirements on violence prevention, including the applicable regulations. Areas of study include recourse methods for preventing and dealing with workplace violence; the rights and obligations of workers, workplace committees and the union, complaints, and other protections available for PSAC members. Pre-requisites: an understanding of the Internal Complaint Resolution Process and the three basic health and safety rights (right to know, right to participate, right to refuse). Selection preference will be given to members who are active Local/Branch Officers and/or active Health and Safety Committee Members or Representatives. Course content will also reflect provincial legislation where applicable.

TRAINING FOR NEW LOCAL OFFICERS Friday April 27 from 5:30 pm to 8:30 pm Saturday April 28 from 9:00 am to 4:30 pm *Registration Deadline: Wednesday April 11, 2018*

This course will bring together Local Executive members from different locals for skill development and knowledge building. Local Executive members will learn to work more effectively by developing an understanding of their roles and responsibilities. The course will introduce alternatives to assist with decisionmaking processes, and help participants develop the tools necessary for managing Local workloads more effectively.