



## **NORTHERN ALBERTA EDUCATION SCHEDULE FALL/WINTER 2016 PSAC EDMONTON REGIONAL OFFICE**

***The following courses are open to all members in the Northern Alberta Region (serviced by Edmonton Regional Office)***

### **SEPTEMBER**

The PSAC Edmonton Regional Office has declared September ***Labour History Month***. We are offering four modules through the month of September where you will learn some key moments from our past as a labour movement and how these moments shaped our working lives today. These modules will help you foster an understanding of the importance of labour history and will give you the opportunity to take action in your community with allies in the labour movement. ***These modules have been designed in a way where you do not have to take them all however it is recommended that you enroll in each module to get a full understanding of labour history.***

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**Edmonton - September 5, 2016 - Monday (8:30am-5:00pm)**

#### **Labour History Module 1**

The first module in this Labour History Series is where you will get to know other participants who will be joining you on this journey through time. There will be an introduction to Labour Day and the history of Labour in Edmonton will be discussed. This module is designed to be an action module as most of this class will be spent volunteering with our allies in the labour movement at the **Edmonton District Labour Council Labour Day BBQ**. While their participants will assist in setting up a festival tent, giving away prizes to those who answer some skill testing labour questions, and serving food to those who attend the Labour Day BBQ. When the BBQ is over we will make our way back to the Edmonton Regional Office to wrap up and discuss the day.

***Registration Deadline: August 26, 2016***



## **NORTHERN ALBERTA EDUCATION SCHEDULE FALL/WINTER 2016 PSAC EDMONTON REGIONAL OFFICE**

**Edmonton - September 12, 2016 – Monday (5:30pm-8:00pm)**

### **Labour History Module 2**

By the end of this workshop participants will be able to describe the positive impact historical figures have had on our Canadian Labour History. You will also deepen your knowledge and analysis of a few labour victories from the past. We will also discuss your individual experiences around these events. As well participants will be able to identify important labour history moments using visual clues.

***Registration Deadline: August 29, 2016***

**Edmonton - September 19, 2016 – Monday (5:30pm-8:00pm)**

### **Labour History Module 3**

This workshop will help you to identify a timeline for Women Workers History and Inclusive Workers. This workshop will take you into an activity where we recognize activists' struggles for justice in Canada and you will be introduced to the Viola Desmond's Story.

***Registration Deadline: September 5, 2016***

**Edmonton - September 26, 2016 – Monday (5:30pm-8:00pm)**

### **Labour History Module 4**

By the end of this workshop participants will be able to explore Canadian Legislation PC 1003 and the Rand Decision. There will be a deeper understanding about Historical Canadian Labour Legislation and participants will have the opportunity to examine the implications these events had on the labour movement in the past and on the present. As a participant you will explore labour's role in protecting this legislation. You will leave this workshop with a strategy on how you can participate in current campaigns important to the labour movement and to your union.

***Registration Deadline: September 12, 2016***



## **NORTHERN ALBERTA EDUCATION SCHEDULE FALL/WINTER 2016 PSAC EDMONTON REGIONAL OFFICE**

**Edmonton – September 17-18, 2016- Saturday, Sunday (9am-5pm)**

### **TALKING UNION BASICS (TUB)**

This 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.

***Registration Deadline: September 2, 2016***

### **OCTOBER**

**Edmonton - October 5, 2016 – Wednesday (5:30pm-8:30pm)**

### **Convention Preparation – Resolution Writing Part 1**

During this 2-part workshop, participants will learn more about the process of submitting resolutions to PSAC conferences and conventions. We will explore how to word a resolution for successful debate, and how to build support for the changes you want to see in your union. By the end of this workshop you will have written at least one resolution and have a strategy to obtain support for it. You must also participate in part 2 on October 19.

***Registration Deadline: September 25, 2016***



**NORTHERN ALBERTA EDUCATION SCHEDULE  
FALL/WINTER 2016  
PSAC EDMONTON REGIONAL OFFICE**

**Edmonton – October 15-16, 2016 – Saturday, Sunday (9am-5pm)**

**GRIEVANCE HANDLING**

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.

***Registration Deadline: September 30, 2016***

**Edmonton - October 19, 2016 – Wednesday (5:30pm-8:30pm)**

**Convention Preparation – Resolution Writing Part 2**

During this 2-part workshop, participants will learn more about the process of submitting resolutions to PSAC conferences and conventions. We will explore how to word a resolution for successful debate, and how to build support for the changes you want to see in your union. By the end of this workshop you will have written at least one resolution and have a strategy to obtain support for it. You must have participated in part 1 on October 5.

***Registration Deadline: September 30, 2016***



## **NORTHERN ALBERTA EDUCATION SCHEDULE FALL/WINTER 2016 PSAC EDMONTON REGIONAL OFFICE**

### **NOVEMBER**

In the month of November, we will be running a series of 5 new Stewards Workshops. These new workshops will assist Stewards in gaining a deeper understanding of what a stewards' role is, how to problem solve, information on duty to accommodate and mental health, and finally a workshop on stewards in action. These workshops are designed to be taken individually so you do not have to take one in order to attend another, however all of these workshops will be of great benefit to you as a steward and will only allow you to expand your abilities to represent and understand members.

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#### **Edmonton - November 2, 2016 – Wednesday (5:30pm-8:30pm)**

##### **Role of Stewards Module**

By the end of this module, participants will be able to determine what the role of a shop steward is and is not, list the legal protections and rights that shop stewards have, understand where shop stewards fit, structurally, in our union and identify in what ways a shop steward can help build a strong worksite.

***Registration Deadline: October 19, 2016***

#### **Edmonton – November 5 – Saturday (9:00am-5:00pm)**

##### **Health and Safety at PSAC Workplaces**

This new one-day course is for any member who would like to know more about safe and healthy workplaces. Participants will learn about the roles and responsibilities of workers, employers and unions, and discover the important events in the union's struggle for health and safety in our workplaces. We will explore ways that PSAC members can exercise their health and safety rights and make plans to bring ideas and information back to the Local Union at the workplace.

***Registration Deadline: October 16, 2016***



**NORTHERN ALBERTA EDUCATION SCHEDULE  
FALL/WINTER 2016  
PSAC EDMONTON REGIONAL OFFICE**

**Edmonton - November 9, 2016 – Wednesday (5:30pm-8:30pm)**

**Stewards as Problem Solvers Module**

Participants will explore conflict resolution tips that can be used in the workplace and will practice holding meetings, interviewing complainants and documenting important facts. Participants will also brainstorm ways to deal with workplace problems outside the grievance procedure.

***Registration Deadline: October 26, 2016***

**Edmonton - November 16, 2016 – Wednesday (5:30pm-8:30pm)**

**Some things a Steward should know about the Duty to Accommodate**

By the end of this workshop participants will be able to define the duty to accommodate and recognize when accommodation is needed and will be able to develop an understanding of the responsibilities of the parties with regards to workplace accommodation. Participants will also have the ability to identify where a Steward can go for assistance and resources when dealing with workplace accommodation issues. Participants will be able to assist members, as a Steward, in dealing with accommodation issues.

***Registration Deadline: November 2, 2016***



**NORTHERN ALBERTA EDUCATION SCHEDULE  
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**Edmonton - November 23, 2016 – Wednesday (5:30pm-8:30pm)**

**Mental Health Matters: Stewards Module**

This Workshop will allow participants to have more understanding about mental health disabilities and mental health in the workplace. You will be able to acknowledge and dispel myths and stigmas re: mental health and you will be better able to engage/represent members with mental health disabilities. Participants will recognize the importance of mental health as a workplace health & safety issue and have tools to assist them taking action in their workplaces. ***Registration Deadline: November 9, 2016***

**Edmonton - November 30, 2016 – Wednesday (5:30pm-8:30pm)**

**Planning for Action: a PSAC Stewards Role Module**

By the end of this workshop participants will build an understanding the importance of collective action and mobilization to the Union. Participants will also:

- examine the factors that lead to member participation in actions
- know the Steward's role in mobilizing members
- explore tools to plan for successful actions
- identify possible actions
- practice mobilizing around a specific action

***Registration Deadline: November 25, 2016***



## **NORTHERN ALBERTA EDUCATION SCHEDULE FALL/WINTER 2016 PSAC EDMONTON REGIONAL OFFICE**

### **DECEMBER**

**Edmonton - December 10, 2016 – Saturday (9:00am-5:00pm)**

#### **Human Rights Course**

Dec 10<sup>th</sup> is the United Nations Human Rights Day. It is a day in which at least once a year we are reminded of the inalienable rights that all humankind should have access to.

During this course we will explore the history of Human Rights, the concept of equity rights, the meaning of allies and the ever expanding understanding of human rights.

We will also take time to celebrate Human Rights Day!

***Registration Deadline: November 30, 2016***

### **January**

**Edmonton – Date TBA – Saturday-Sunday (9:00am-5:00pm)**

#### **Convention Procedures**

This course focuses on the what, why and how-to's of conventions. It includes the role of convention participants, convention procedures, speaking to a resolution, the rules of order, and a mock convention so that participants can experience the politics and debate that takes place at conventions.

**Edmonton – Date TBD 2017– Saturday-Sunday (9:00 am-5:00pm)**





## **NORTHERN ALBERTA EDUCATION SCHEDULE FALL/WINTER 2016 PSAC EDMONTON REGIONAL OFFICE**

### **Violence Prevention in Federally Regulated Workplaces**

This brand new, two-day advanced course will provide information and better enforcement tools to PSAC Locals, and Health and Safety Committees on the Canada Labour Code Part II requirements on violence prevention as well as its applicable regulations. This course will highlight the legal requirements on violence prevention within Part II of the Canada Labour Code and Part XX of the Regulations; help activists understand the existing recourses available in preventing and dealing with violence occurrences in the workplace; assist members in better understanding rights and obligations for workers, workplace committees and for the union; assist activists to better understand how a complaint is handled and what other protections are available for PSAC members. Participants should have a basic knowledge and understanding of Section 127 Internal Complaint Resolution Process, Section 128 Right to refuse Dangerous work, and the 3 basic rights (Right to know, Right to participate and Right to refuse).