

Building a Movement through Education

A message from Gil McGowan, President, Alberta Federation of Labour

Dear Sisters and Brothers,

On behalf of the Executive Council, Officers and staff of the Alberta Federation of Labour, welcome to the 2016 AFL/CLC School.

The Labour movement in Alberta starts 2016 with an opportunity to affect change unlike any we have had in generations.

In 64 years of labour education, the activists of this school have left these classrooms and have fought to defend the rights of working people while facing down right-wing politicians who have demonstrated open disdain for unions.

This has not been easy, but the skills learned here, the solidarity forged in these classrooms, and the tactics developed amongst us, have allowed generations of activists to win through trying times.

But the province that you go back to after this week is a different one than any previous graduating class will have known.

The election of a provincial government that is aligned with our goal to elevate the dignity and rights of working people means that over the next few years, the labour movement will need leaders, thinkers and activists who can make our case to the public and to politicians.

What we learn in these classrooms will help us be effective advocates for the best interests of working people. The ideas we develop together will help inspire the best in this new government. And the bonds forged in these halls will help us defend positive progressive policies from attacks by right-wing reactionaries.

Which is why we're so pleased to see so many dedicated, talented, and motivated people at this school.

In our new Alberta, there will still be battles to be won. There will still be right-wing challenges trying to undermine working people. But now, there is more on the table that we can win for our members.

The stakes are higher because there is more that can be achieved. A labour code that recognizes all workers. A minimum wage that provides dignity. Public services that are staffed and funded to a reasonable level. Pensions that keep seniors out of poverty. These are all becoming real possibilities.

The graduates of this year's labour school will be a part of a generation of activists that will help make these possibilities reality.

And we're proud to know you all. Let's get to work.

Yours in Solidarity,
Gil McGowan, President
Siobhan Vipond, Secretary Treasurer
Alberta Federation of Labour

A message from Hassan Yussuff, President, Canadian Labour Congress

Sisters and Brothers,

As trade union activists, we know about the many ways the labour movement has made it possible for workers to organize and improve their day-to-day lives.

We know our history – the labour movement was created by people standing up together for fair wages, safe workplaces and decent work hours. And we know that many of the benefits and standards won for our members are enjoyed by all workers today.

We remember how, through their unions, workers have won the right to refuse unsafe work, to be informed about hazards in the workplace and to participate in health and safety discussions. We continue to fight hard every day to ensure employers fulfill their obligations to keep workers safe.

We know workers with unions have won provisions that mean a better work/life balance, negotiating not just maternity leave, but also family leave, for example. That means more time with our children, and our parents.

We remember how trade unions have worked on every front – with employers, our members, governments and communities facing discrimination – to build awareness around human rights issues and fight discrimination of any kind. As a result, racialized workers have better protections against discrimination and women have better protections against sexual harassment in the workplace.

We are thankful that unions have been securing workplace pension plans for Canadians for over 100 years. And we know that we've also led the efforts to improve public pensions for all Canadians, from winning Old Age Security in 1952 to calling for changes to the current Canada Pension Plan.

The challenge is that as much as we know the ways that unions have helped workers change their lives, many Canadians don't.

In Solidarity,
Hassan Yussuff, President
Canadian Labour Congress

Course

Descriptions

Advanced Steward Training

Have you already taken the Basic Steward Training course and know there's more to learn? If you have acted in the position of Steward and have fundamental knowledge of what a Steward's job is and want to kick it up a notch, this is the course for you! A steward's job has many roles. Encouraging membership to become activist and to attend union education to develop skills and confidence is an important factor. As well, Stewards need to gain the knowledge to deal with workplace issues such as Duty to Accommodate, addressing discrimination and resolution, grievance investigation and preparation and effectively building your local union. This course will give you the tools and background to be more confident in this position. Definitely a course worth checking out!

Please bring a copy of your collective agreement, constitution and union bylaws.

Communication for Union Activists

Building a strong union depends on good communication between members, activists and leadership. Twitter, Facebook, YouTube, Google groups, Union Book, Linked In and texting are just some of the tech tools now available to union activists and leaders. While on-line communication will never replace face to face communication with members it does provide us with new and immediate ways of connecting with our members, sharing information and promoting the union on an ongoing basis.

Whether you already know your way around these tech tools or are brand new to them, this course will provide you with the hands-on practical experience you need to use the technology effectively to build activism and solidarity on union issues.

Collective Bargaining

This course develops a solid understanding of the bargaining process and the factors that affect collective bargaining. It provides opportunities to practice preparing for and negotiating parts of a collective agreement. You will gain a working knowledge of the laws and rules that structure the bargaining process. This material will be of interest to new bargaining committee members and local union officers.

Duty to Accommodate

Mention "duty to accommodate" to a union activist and their eyes light up! Recent human rights decisions and aggressive case management by WCB and other insurers have left many injured workers afraid and many union activists confused (and even busier). How can we advocate for our members' rights and protect our collective agreements? Is the return to work program in your workplace fair? How can we support our injured members when they come to us for help? This course begins with a look at various implications of being disabled in our society. Participants will develop an understanding of the fundamental legal concepts related to the implementation of the duty to accommodate. As well, participants will critically explore the principles and components of return to work programs.

Facilitator Training

This course is designed for union members who are interested in developing the ability to facilitate basic labour education courses, identify adult learning needs and objective, and develop learning techniques, including the proper use of visual aids. The purpose of this course is to assist unions as well as the AFL, CLC and labour councils in the delivery of their education programs. Therefore, every effort will be made to see that participants, upon completion of this course, have an opportunity to put to use their new-found knowledge and experience.

**Course Descriptions continue
on next page.**

Labour History

The *real* history of Canada has more to do with the daily struggle of workers and their families than with prime ministers, politicians or the wealthy few. Find out what you never learned in school about the triumphs, sacrifices and tragedies that built the Canadian labour movement. Learn how union activists in the past dealt with hostile employers, media and governments. Appreciate your inheritance so that you can preserve it and improve it. Understand where we are going by knowing where we have been!

Labour Law

Course requires extensive reading and preparation at the school.

This course presents an overview of labour legislation and its impact on the strategies and actions of unions. Among the topics to be explored are: certification and dispute settlement procedures; unfair labour practices; the duty to bargain in good faith; strikes, lockouts and picketing; the duty of fair representation; management and union rights; and grievance arbitration law. Students will attain a good understanding of the basic principles underlying Canadian labour law and the specifics of labour legislation.

Occupational Health & Safety

Through the program, participants learn and practice skills needed to promote and achieve prevention in the workplace. The program trains worker representatives to identify and fight off behavioural-based management approaches and establish real prevention programs that identify, assess and control hazards. Like collective agreement bargaining, there is a profound need to get information, communicate with members, build proposals and apply leverage. However, when it comes to health and safety, there is no multi-year contract that defines the conditions of work. In all workplaces, hazards change regularly-even daily-and these changes to the conditions of work usually take place without any consultation with workers. Because the employer can continuously and unilaterally change the hazards of work, worker representatives need to continuously bargain with employers for improved prevention. The program trains worker representatives to carry out this continuous bargaining mission. To accomplish this the following issues will be addressed: staying alive while earning a living; the body in the workplace; toxic substances; principles of control; it's the law; the myth of worker carelessness and making work fit the worker.

Organizing for Success

Organizing is something all unions need to do. Whether it is current members or new members, unions need to have engaged and supportive people in the workplace. This course is designed to provide you with the basic skills you need to organize a local. Developed with a hands-on approach you will learn the ABCs that make up a successful drive.

Parliamentary Procedures & Public Speaking

Do you want to participate in union affairs but don't know the ins and outs of Rules of Order and Parliamentary Procedure? Demystify parliamentary procedure by taking this course. Course deals with how to run a union meeting, the duties of the chairperson, table officers and the members at large. It covers rules of order and the order of precedent for motions. It offers opportunities to practice effective public speaking skills. It is important that we develop our ability to listen, think and speak clearly. This is an excellent course for anyone active in the union, in a leadership position or someone who wishes to get involved. The public speaking component is designed to provide training and practical experience in all facets of verbal communication, including speech preparation and delivery, impromptu talks, introduction techniques, controlling nervousness and effective participation in meetings.

**DEADLINE
FOR REGISTRATION:
DECEMBER 4, 2015**

Delegate Information

Jasper Park Lodge Location & Park Passes

The Fairmont Jasper Park Lodge, a unionized facility, is located five kilometers east of the Town of Jasper on the south side of the Athabasca River in Jasper National Park. **Note: Annual Park passes are \$67.70 per individual or group rate of \$136.40 per car (up to 7 individuals). Daily passes are \$9.80 (individual) and \$19.60 (car).**

Hotel Check-in & Check-out Times

Check-in begins at 4:00 p.m. Early arrival may result in delays in registering for rooms. Check-out time is noon.

Costs NOT covered by Registration Fee

The registration fee covers course materials, meals, gratuities, refreshment breaks and accommodations. **Delegates are responsible for their own incidentals. (telephone, internet, room service, laundry, etc.).**

Union merchandise is also sold at the school and raffles and donations occur throughout the week.

Accessibility

The Jasper Park Lodge presents some challenges to those with limited mobility. Delegates are to indicate any special needs on the registration form. **Every effort will be made to provide access and specified services.**

What to Wear

Dress is casual. Outdoor equipment such as skates, snowshoes and cross country skis can be handy for use in the evenings. We will try to have a friendly hockey game one evening. Please bring warm clothing and boots for outdoor activities. There is a banquet and dance held on the last evening of the school (Thursday, January 21st). You may wish to bring something dressier to wear to the banquet.

PLEASE NOTE:

Each class will be required to prepare a skit or song that reflects their course and present it as part of the closing banquet program.

On-site Recreational Facilities

An outdoor heated pool, sauna, hot tub, games and weight rooms are located on the lower level of the hotel. Delegates will have access to these facilities (some fees may apply). Outdoor activities include cross country skiing, downhill skiing, ice skating, tobogganing and hiking. Outdoor activities will depend on weather conditions.

Hospitality and Fellowship Rooms

A Hospitality Room and a Fellowship Room (no alcohol) are provided for delegates to use in the evenings. These rooms are provided to encourage delegates to socialize. Bring your musical instruments, games, playing cards, etc.

Child Care

Child care will be provided as per the AFL Constitution. Refer to the registration form for child care provisions. **In order to qualify, indicate your child care requirements on the registration form and submit it to the AFL by the deadline. Delegates failing to register prior to the December 4, 2015 deadline will not qualify.**

Registration Time & Location

Registration will occur on **Sunday, January 17th from 4:00 p.m. to 6:00 p.m. in the main lobby of the Fairmont Jasper Park Lodge.** If you will not arrive in time for registration please **notify the AFL office no later than noon on Monday, January 11th, 2016.**

Delegate Cancellation

If you are **unable to attend** the course you have been registered in, it is your responsibility to **notify the AFL office no later than January 11th, 2016. Cancellations after that date will result in a \$100 cancellation fee.**

Course Changes

If you wish to change courses you must notify the AFL after receipt of the confirmation letter which will be mailed the week of **December 11th, 2015.**

Course Cancellations

Should a course be cancelled due to low enrollment (less than 10 participants) you will be placed in your second choice. If this is not possible you will be notified of any cancellation.

Timetable

Dinner follows registration at 6:00 p.m. on the opening night followed by a group activity.

Classes are held daily usually from 9:00 a.m. to 4:30 p.m. On the last day of school, classes run from 9:00 a.m. to 11:30 a.m., followed by a closing session until noon.

Plenary Session

There will be a compulsory afternoon group plenary session.

Meal Time Attendance

It is critical to attend meal times as important notices will be announced.

Caucus Meetings

Caucus meetings for Women, Young Workers, Workers of Colour and Aboriginal Workers and Pride and Solidarity Workers may be held throughout the week. Bring ideas and information to share. Caucuses serve as a union building and networking tool and are usually held upon adjournment or over lunch or dinner.

Delegate Conduct

The AFL and CLC try to provide a supportive working and learning environment that gives equal opportunity to all students. This atmosphere is based on the principle that union members are equal and deserve mutual respect. Behaviour that undermines the dignity or self-esteem of any individual, or creates an intimidating, hostile, or offensive environment, whether it be sexual, racial or any other form of personal harassment, will not be tolerated nor condoned and may result in the delegate being sent home and a letter forwarded to the local union.

Information for the Union

School Fees

Single	\$1590
Double	\$1320
Delegate & Partner (Partner is not registered in a course)	\$2450
Local Resident	\$880
Youth (ages 6 – 18)	\$485
Children (5 & under)	No charge

Fees include accommodation (except for local resident), applicable taxes, meals, refreshment breaks, gratuities, banquet and dance, child care, course materials and kit.

Fees do **NOT** include incidentals and the **annual** park pass (see rates below).

Upgrades

Delegates whose local union pays for double but wish to upgrade to single may do so by enclosing an additional payment of \$270.

Wages

The union is responsible for paying lost wages, if applicable.

Park Fees

Annual park pass fees are \$67.70 per adult or \$136.40 per car; daily rates are \$9.80 per individual and \$19.60 per car.

Back by popular demand

Transportation – AFL Chartered Bus Services

AFL Chartered bus services from Edmonton, Calgary and Red Deer. Cost for a round-trip is \$125, payable to the AFL, and must be received by the December 4th, 2015 deadline. This rate includes the park entry fee at a \$40 value. Please complete the appropriate section on the registration form.

Subsidies

Two AFL subsidies are available to assist **affiliated locals with 75 members or less**. Registration fees for double occupancy will be waived for delegates whose local meet this criteria. **A maximum of one subsidy each year, per local union will be granted, and accepted on a first-come, first-serve basis.** Locals will be notified the third week in December if their request for a subsidy was successful.

Payment

Payment for all fees must accompany the registration form. Cheques should be made payable to the **Alberta Federation of Labour** and forwarded to:

300, 10408 – 124 Street, Edmonton, AB T5N 1R5

Cancellation Fee

A cancellation fee of \$100 will be assessed to any delegate who fails to notify the AFL prior to January 11th, 2016 if they are unable to attend the course in which they were registered.

Registration Deadline

Registrations must be received by the AFL no later than Friday, December 4th, 2015. Register early to obtain your first choice, as course selection is on a first-come, first-serve basis. Class size is limited to 20 participants.

REGISTER EARLY! Courses that go ahead each year are based on the registrations received by the deadline date.

Course Selection

Delegates shall make their selections from the list of courses outlined in the brochure. Delegates will be registered in their first choice on a first-come, first-serve basis and only placed in their second choice once the class size limit has been reached or their first choice course is cancelled.

Equity Seeking Groups

The policy of the AFL and CLC is one of affirmative action and equity. Locals are encouraged to consider women, young workers, workers of colour, aboriginal workers and gay, lesbian, bisexual and transgender members when selecting their delegates.

Questions?

For further information, please contact:

Registrar: Linda Robinson, AFL
Phone: 780.483.3021 or 1.800.661.3995
Fax: 780.484.5928
E-mail: afl@afl.org
Web: www.afl.org

