

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 2018 AFL/CLC School.

For 66 years, this school has been a foundational element of the progressive movement in Alberta. The students who have been a part of the learning experiences here have gone on to win victories for equality, have forged bonds that built a movement, have defended the rights of working people.

The achievements of the people who have participated in this school are not just the sorts of distant tales you read about in dusty history books. It's a living legacy that keeps growing every year as Alberta's labour movement continues to make the province a better place.

This is a legacy of progress that has been made manifest in the election of a provincial government that is aligned with our vision of a better, more prosperous, fairer province in which all people's rights are respected.

In 2018, we live in a province that is leading the country on providing decent wages to low-income workers. We live in a province with modernized labour laws which allow workers to better access their rights to join a union and collectively bargain, and raises the floor for all

A message from Hassan Yussuff, President, Canadian Labour Congress

Sisters and Brothers,

Over the past year, Canada's unions have won major victories that will improve the day-to-day lives of all Canadians. We won stronger pensions for all workers with the expansion of the CPP. We made workplaces and public spaces safer when we won a federal ban on the import, export and use of asbestos. This past spring, the federal government committed itself to ensuring enforcement of the Westray Law, which will make it possible to prosecute employers for negligence that puts workers at risk of death or serious injury. And most recently, the government adopted Bill C-4 which repealed controversial anti-union bills C-377 and C-525.

We won these victories by working together with activists like yourselves. But our work isn't done.

This past Labour Day, we launched a campaign to win a universal prescription drug plan for all Canadians, regardless of their income, age, or where they work or live. Canada's unions are proud that we've negotiated health insurance coverage for many of our members. But we believe anyone with a health card should have coverage for the medicines they need.

We're also faced with a US president who is dangerously normalizing white supremacy and fascism thanks in large part to his anti-immigration policies and racist rants. But these sentiments are not exclusive to the US. Here in Canada – in 2017 alone – Muslim worshippers were murdered in a Quebec City mosque in January, and the

working people. And we live in a province which views all workers' health and safety as an important priority.

In working in this new Alberta, what we learn in these classrooms will help us be effective advocates for the best interests of working people. The ideas we develop together 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.

Last year, I told this school that the province was a different one than any previous graduating class had known. This year, I'll re-iterate that sentiment, and add that we will need to work harder than ever to ensure that this progressive change continues, and to defeat those who are working hard to turn back the clock on workers' rights.

This is why we're so pleased to see so many dedicated, talented, and motivated people at this school. You are part of a generation of activists that will help make these possibilities reality.

We are proud to call you our union brothers and sisters. Let's get to work.

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

reported number of hate crimes perpetrated against Muslims, Jews and racialized communities is increasing. We must all commit to challenging the racism that is still too prevalent in our homes, workplaces and communities. And we must all publicly and unconditionally condemn fascism, and those who refuse to condemn it. Every local, regional and national labour leader, political leader, business and community leader has a responsibility to ensure that today's fascists are denied the support they need to survive. This is why labour education is so important. It is how the next generation of union activists develop the skills and acquire the knowledge to advance their social activism, and take their unions into the future. It is where we learn how to make our unions – and our communities – better: more inclusive, more understanding of our members' needs, and more effective at representing them. Labour education creates stronger advocates for the needs of working people everywhere.

I encourage you to support the participation of your members and your leadership, present and future, in our upcoming Winter School.

Let's make our unions, our labour councils, our federations and our movement stronger together. Because, when we work together, nothing can stop us from building the more equal, more generous, and more inclusive country we all want.

In Solidarity,
Hassan Yussuff, President
Canadian Labour Congress

Course Descriptions

Advanced Steward Training

This course is for chief stewards, business and assistant business managers, local officers, and stewards with considerable experience handling grievances. You will practice more advanced grievance handling skills using real life case studies and role plays. Participants will discuss discipline grievances, harassment and different styles of management. The course will deal with procedures before the process of arbitration. Knowledge of the first stages of the grievance process will be assumed.

This course is intended for members who have taken basic steward training previously and/or have filled steward positions in their unions.

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

Collective Bargaining

This course introduces some of the laws and rules that structure the bargaining process and provides opportunities for hands on practice and skills development in preparing for and negotiating parts of a collective agreement. Participants will learn how to choose a bargaining committee, prepare and present proposals, communicate during bargaining meetings, make strategic decisions when negotiating concessions, and build membership buy in. Participants will leave with a solid understanding of the bargaining process and the factors that affect collective bargaining.

This course is intended for members and officers.

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.

This course is intended for any member who wants to improve their knowledge around communications.

Please bring your laptop.

Facilitator Training

Introduces participants to adult and popular education practices and facilitation techniques that focus on learning, action and inclusive movement building. This course will guide participants through gaining self-knowledge to enhance facilitation skills. It will enhance participants' understanding about how to engage and make course materials personally meaningful, how to reach out to participants who are not eager to take part.

Participants will learn skills and knowledge required to facilitate short courses or workshops and adapt materials for a diversity of learning needs and styles.

This course is intended for members who have some experience leading or facilitating sessions. It is the prerequisite to the Advanced Facilitator Training course.

Facing Management Effectively

Facing Management Effectively examines the economic, political and social forces at play between union and management. This includes how to build and maintain respectful relationships while maintaining appropriate boundaries and dealing promptly with issues and concerns. It will also address what to do when the relationship with managers breaks down or is unhealthy, including how to make and communicate decisions about taking strike action. Participants can expect participation, interaction and roleplays along with practical skills and tools for communication, analysis, strategy and critical thinking.

This course is intended for members who have taken steward training or have equivalent experience.

Intercultural Training

Alberta's labour movement reflects Canada's diverse population. Our membership draws from a wide variety of linguistic, cultural, national, religious, gendered, racialized, and indigenous communities. But what is diversity? What is culture? How does culture influence our values and beliefs and what is the impact on our workplaces? The interactive and practical format of this course will include case studies and exercises that will provide participants with hands-on opportunities to develop intercultural awareness, knowledge and skills to work more effectively in diverse teams; to develop and provide accessible and appropriate training; and to advocate for our collective goal of creating equitable and fair workplaces.

This workshop is intended for any members who have an interest in diversity.

** Additional scholarship opportunities are available for this course. Details in the Information for the Union section.*

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!

This course is intended for all members.

Course requires reading and critical analysis.

Labour Law 1

New starting this year is a division of the former Labour Law course into two parts; Labour Law 1 focusing on rights set out in the Labour Relations Code and related statutes; and Labour Law 2 focusing on grievance and arbitration law, human rights, privacy rights and other related areas. Both Labour Law 1 and 2 will also teach hands on internet legal research skills related to the areas of law covered. Labour Law 1 is offered this year and these courses may be taken in any order.

Labour Law 1, the course offered this year, 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; and the duty of fair representation. Students will learn and practice internet based legal research skills throughout the week to enable them to utilize the knowledge learned in their work on an ongoing basis. Students will need to bring their wifi enabled laptop or tablet and have the basic ability to access the internet on their device.

This course is intended for members who have taken steward training.

Students will need to bring their wifi enabled laptop or tablet and have the basic ability to access the internet on their device.

Member Engagement

This course is designed for experienced shop stewards, local union leaders and union staff who want to transform how members engage with their union and how their union engages with their members. This course will train participants on the three-step approach to effective member engagement (Go, Listen, Build) and connect it to organizing approaches for building an active membership. Participants will leave with new skills and ideas for building and measuring a member engagement strategy.

This course is especially suited for members who are active in their union locals, district councils, political election campaigns, and general social activism.

Mental Health in the Workplace

This introductory survey course will help raise awareness for participants about mental health issues facing workers in today's workplace. Participants will develop a range of strategies to specifically support, accommodate and represent members with mental health challenges at work. The course will look at the myths around mental health issues and illnesses including addiction, challenging stigma and misinformation, and focusing on how to change the conversation about mental wellness. Participants will look at how their workplaces and unions sometimes play a role in negatively impacting our mental wellness and explore what role unions can play in making our workplaces and unions healthier as well as to be more supportive and inclusive of members with psychological disabilities mental health concerns. Participants will develop action plans to take on systemic factors affecting mental health through advocacy, bargaining and political action.

This course is intended for all members who have an interest in mental health. No formal mental health or addictions training is required.

Occupational Health & Safety

It is estimated that in Canada, someone gets hurt at work every seven seconds. Unsafe workplaces expose people to hazards that are both visible and invisible, causing short term and long lasting injuries and illnesses that can have profound impacts on our lives. Every year in this country, workplace hazards kill over 1000 people.

Creating safer and healthier workplaces is an ongoing struggle for union reps and activists. Reps need to get information, communicate with members, build proposals and apply leverage – similar skills to collective agreement bargaining. 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 changing work conditions usually take place without 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.

This interactive course trains worker representatives to carry out this continuous bargaining mission. To accomplish this we will explore some key issues: staying alive while earning a living; types of hazards and their impact on the human body; principles of hazard control; health and safety law; the myth of worker carelessness; and making work fit the worker.

This course is intended for members with interest in OH&S and who have some experience. This includes physical, psychological and emotional safety.

Women in Leadership

Women make the union strong! Are you looking to make a difference for women in your union? This course offers union women an opportunity to develop and enhance their leadership skills, find their voice and ignite the spark to take on further challenges. This course will explore where women are at in the workforce and what challenges remain to be addressed and overcome. It is address realities women face when seeking and moving into leadership positions within workplaces, unions, and communities.

Participants will build their knowledge in a variety of current and emerging labour issues, and explore ways of building their skills to become a candidate or support diverse, progressive women running for various levels of leadership.

This course is intended for any active members who identify as female.

**DEADLINE FOR REGISTRATION:
DECEMBER 1, 2017**

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).

Other 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.

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.

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 18th). You may wish to bring something dressier to wear to the banquet.

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

The Lodge is a full service hotel with an outdoor heated pool, sauna, hot tub, games and weight rooms 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 1, 2017 deadline will not qualify.**

Registration Time & Location

Registration will occur on **Sunday, January 14th** 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 8th, 2018.

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 8th, 2018. Cancellations between December 1st and January 8th will result in a \$100 cancellation fee. Cancellations after January 8th are non-refundable. NO SHOWS are non-refundable.**

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 10th, 2017.**

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 5:30 p.m. on the opening night followed by a group session.

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.

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 work 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	\$1712
Double	\$1435
Delegate & Partner (Partner is not registered in a course)	\$2620 (additional \$908)
Local Resident	\$1000
Youth (ages 6 – 18)	\$525
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

Upgrades

Delegates whose local union pays for double but wish to upgrade to single may do so by enclosing an additional payment of \$278.

Wages

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

Park Fees

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).

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 1st, 2017 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.

Equity Scholarships

The AFL prioritizes making our high quality educational opportunities accessible to all of our members. This year 10 equity scholarships of \$500 each will be available, to be awarded to participants who select the **Intercultural Training** when registering for Winter School 2018. The first round of scholarships will be awarded at 1 per union (to unions who have officially requested scholarships only). Any remaining will be awarded by random draw, to unions with multiple participants in this course. Please indicate on your application if you are applying for a scholarship.

Payment

Payment for all fees must be received in order to complete the registration. Cheques should be made payable to the **Alberta Federation of Labour** and forwarded to:

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

If you wish you may also pay by debit at our offices, please call ahead if you are coming in to pay.

Cancellation Fee

Cancellations between December 1st and January 8th will result in a \$100 cancellation fee.

Cancellations after January 8th are non-refundable. NO SHOWS are non-refundable.

Registration Deadline

Registrations must be received by the AFL no later than **Friday, December 1st, 2017**. 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 members who identify as women, young workers, workers of colour, aboriginal workers or LGBTQ+.

Questions?

For further information, please contact:

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