



May 4, 2023

Secretary-Treasurers

Dear Sisters, Brothers, and Friends:

**Subject: 2023 Member Facilitator Program – September 6-8, 2023**

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HEU members are the driving force of our strong and diverse union. To support greater member involvement, HEU has a Member Facilitators Program, which offers members the opportunity to gain skills and experience in facilitating education sessions for fellow members.

HEU is recruiting members to train them to facilitate various workshops, including our 1-Day Getting Involved, some Shop Steward workshops and our Occupational Health and Safety (OH&S) Basic Rights workshops. Preparing members for these roles will start with a three-day Member Facilitators Training that will be offered on **September 6-8, 2023, at Provincial Office, Burnaby.**

During the training, members will gain knowledge and skills in popular education and facilitating techniques and practice delivering these facilitation skills. Members participating will be assessed for readiness, and those members will have an opportunity to facilitate or assist in facilitating workshops in their region.

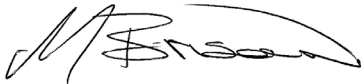
When scheduled to facilitate a workshop, members will be booked off work and entitled to claim lost wages and expenses. There will be no additional compensation to members participating in the Member Facilitators Program. Members applying should be prepared to commit to this program for the next 18 to 24 months.

Please fill out the attached application form by the indicated deadline for your location and return it to the Provincial Office Attention: Shemaine Chan, Education and Human Rights Department. Please return one copy of the application – either by mail, email to [schan@heu.org](mailto:schan@heu.org) or fax at 604-739-1510. Alternatively, an online form is available on our website at [www.heu.org](http://www.heu.org).

We will contact successful applicants by email to confirm further details. Please ensure the email address on your application is current and is your primary email contact to where we will send information regarding the workshop. **Please do not use your employer's email address.** Once applicants have been notified, they will be required to apply for a leave of absence for union business, where applicable.

If you have any questions regarding this workshop, please contact Shemaine Chan by phone 604-456-7063 or by email at [schan@heu.org](mailto:schan@heu.org).

In solidarity,

A handwritten signature in black ink, appearing to read 'Meena Brisard', with a stylized flourish at the end.

Meena Brisard  
Secretary-Business Manager

Attachment

cc: Chairpersons  
Reps and Directors  
Provincial Executive