



January 18, 2024

Secretary-Treasurers

Dear Sisters, Brothers, and Friends:

**Subject: Lead Shop Steward Workshops 2024**

HEU members are at the center of our union. Together, we are continuously working to build a stronger and more diverse union where members feel confident and ready to fight for improved wages and working conditions, safer workplaces, and social justice in our communities.

To encourage and support member activism in the union, HEU is offering a one-day workshop – *Lead Shop Steward (previously called Chief Shop Steward)*. The Lead Shop Steward workshop is a course for Lead Shop Stewards, Steward Coordinators, or Site-specific Representatives only.

**If you are currently in a Lead Shop Steward, Steward Coordinator, or Site-specific Representative position at your site, you are eligible to apply for this course.**

In the Lead Shop Steward workshop, members will:

- Identify common challenges and successes in maintaining a strong shop steward team that works effectively with the local executive.
- Be provided training and tools to assist them in mentoring less experienced activists, encouraging responsive leadership development, and recruiting new activists; and
- Discuss individual action plans that foster personal leadership skills and create regional support networks.

WORKSHOP DATE	LOCATION	APPLICATION DEADLINE
April 15, 2024	Provincial Office	March 11, 2024
June 6, 2024	Online	April 29, 2024

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

Please note the chairperson or secretary-treasurer of your local must endorse the application.

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 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 leave of absence for union business.

If you should have any questions regarding this workshop, please contact Deb Howe at 604-456-7124 or email at [education@heu.org](mailto:education@heu.org).

In solidarity,

A handwritten signature in black ink, appearing to read 'Meena Brisard', with a stylized, flowing script.

**Meena Brisard**  
Secretary-Business Manager

Attachment

cc: Chairpersons  
Reps and Directors  
Provincial Executive