



January 23, 2024

Secretary-Treasurers

Dear Sisters, Brothers, and Friends:

Subject: Intro Shop Steward Level 1 Workshops 2024 (Two-day, in-person or online)

HEU invites you to participate in Intro Shop Steward Level 1 workshops using both an online format and in-person.

The workshops are two days long and are designed to offer information, skills and tools for members who are active shop stewards, or interested in becoming active shop stewards, at the worksite.

Intro Shop Steward Level 1 is intended for members new to stewarding. Workshop participants will:

- learn about the role and responsibilities of a shop steward
- learn about HEU's structure and the importance of union solidarity
- review guidelines for interpreting and defending collective agreement provisions
- practice the basics of investigating and writing grievances

WORKSHOP DATE	LOCATION	APPLICATION DEADLINE
June 26 & 27, 2024	Prince George	May 22, 2024
September 17 & 18, 2024	Nanaimo	August 13, 2024
November 25 & 26, 2024	Online	October 21, 2024
November 27 & 28, 2024	Surrey	October 23, 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 or fax to 604-739-1510. Alternatively, an online form is available on our website at 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 604-456-7124 or email at education@heu.org.

In solidarity,

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

Meena Brisard
Secretary-Business Manager

Attachment

cc: Chairpersons
Reps and Directors
Provincial Executive