



## HOSPITAL EMPLOYEES' UNION

**PROVINCIAL OFFICE:**

5000 North Fraser Way, Burnaby, BC V5J 5M3 • TEL: 604-438-5000 • FAX: 604-739-1510 • WEB: [www.heu.org](http://www.heu.org)

June 14, 2018

Secretary-Treasurers

Dear Sisters, Brothers and Friends:

**Re: Chief Shop Steward Workshop 2018**

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This letter is to advise you that one-day Chief Shop Steward workshops are scheduled for October 4, 2018, October 18, 2018, and October 25, 2018. The one-day workshops are for Chief Shop Stewards, Steward Coordinators, or Site-specific Representatives.

The goals for this workshop are:

- Identifying common challenges and successes in maintaining a strong shop steward team that works effectively with the local executive.
- Providing training and tools to assist chief shop steward/site representatives to mentor less experienced activists, encouraging responsive leadership development, and recruiting new activists.
- Discussing individual action plans that foster personal leadership skills and create regional support networks.

DATE	LOCATION	APPLICATION DEADLINE
October 4, 2018	Kamloops, BC	<i>August 29, 2018</i>
October 18, 2018	Victoria, BC	<i>September 12, 2018</i>
October 25, 2018	Burnaby, BC	<i>September 26, 2018</i>

The application process has three parts:

1. Members apply to attend the course.
2. The local union prioritizes the order in which applicants from the local should be selected by making a 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> choice.
3. You must be a shop steward to apply for this workshop.

Once the **applicant and local union officer** have completed the application form, please return the application to the HEU Provincial Office either by:

**FAX:**                       **604-739-1510**

**MAIL:**                       HEU Provincial Office  
**EDUCATION DEPARTMENT**   Attention: **Lindsay Pepper**  
5000 North Fraser Way  
Burnaby, BC V5J 5M3

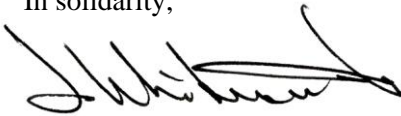
**Email:**               **lpepper@heu.org**

**Application deadlines are noted above.** Please return only ONE copy of the application. During the selection process, the union attempts to ensure that the diversity of our membership is reflected at all union educational events. We consider factors such as region, equity and sector in determining participation.

Applicants **should not** contact the Provincial Office. They will be contacted in writing or by phone once the selection process is completed.

Once a member has been selected and notified, they will be required to apply for Leave for Union Business in accordance with the appropriate Collective Agreement.

In solidarity,



Jennifer Whiteside  
Secretary-Business Manager

Attachments

cc:     Chairpersons  
       Reps and Directors  
       Provincial Executive