



Tools to do the job.

Build your knowledge-build your union.







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Hospital Employees Union, Local 180
International Longshoremen's & Warehousemen's Union,
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Retail, Wholesale Union
United Fishermen and Allied Workers Union

GRAPHIC: from a poster produced through the courtesy of "On the Level"



Capilano LABOUR STUDIES PROGRAMME FALL '84

SCHEDULE OF COURSES AND WORKSHOPS

LSP 110: THE BRITISH COLUMBIA LABOUR CODE

Instructor:

Leo McGrady Tuesdays; October 9, 16, 23, 30, November 6, 13, 20, 27, December 4, 11 (10 sessions) Dates:

7:00 p.m. to 9:30 p.m.

Place: College-Institute Educators' Association 545 West 10th Avenue, Vancouver Fee: \$40.00 Materials: \$12.00

A basic course designed to be of interest to the average trade union member, or for someone planning to seek union office. It covers a wide variety of issues but will include certification, unfair labour practices, technological change, arbitration, strikes, picketing, essential services and employment standards legislation. Emphasis will be placed on recent amendments to the Labour Code. Other legislation covered will include the Essential Services Disputes Act, the Employment Standards Act, the Human Rights Act, and the Public Sector Restraint Act. The role of the Labour Relations Board will also be extensively discussed.

LSP 115: OCCUPATIONAL HEALTH AND SAFETY

Instructor:

Larry Stoffman Wednesdays; October 17, 24, 31, November 7, 14, 21, 28 Dates:

(7 sessions)

7:00 p.m. to 9:30 p.m. Britannia Community Centre Place:

1661 Napier Street (at Commercial), Vancouver

\$30.00 Materials: \$9.00

An essential course for safety committee members or potential members. Subjects covered will include: developing plant health and safety programmes and running safety committees; workplace hazards such as chemical and physical agents and carcinogens; causes of accidents and accident investigation; office workers' hazards; workers' rights and compensation procedures; occupational health research and collective bargaining strategies.

Bring your own questions and concerns to the sessions, especially lists of hazardous substances you work with, accident investigation reports, compensation problems, and safety committee procedures which are of concern to you.

LSP 210: ARBITRATION

Leo McGrady Instructor:

Saturday/Sunday, October 27, 28; November 24, 25 (2 weekends) Dates:

9:00 a.m. to 4:00 p.m. Place: Maritime Labour Centre 111 Victoria Drive, Vancouver \$65.00 Materials \$9.00

An advanced arbitration course dealing with the practice and procedures of grievance arbitration: rules of evidence, arbitration powers, leading decisions, etc. A must for union activists, officers and staff. Basic knowledge of either the B.C. Labour Code or Canada Labour Code required.

LSTL 35701: UNEMPLOYMENT INSURANCE: POLICY AND PROCEDURES

Instructor: Allan MacLean

Dates:

Saturday/Sunday, November 3, 4 9:00 a.m. to 4:00 p.m. (Saturday); 9:00 a.m. to 12:30 p.m. (Sunday) Times:

C104 (South Campus)

Capilano College 2055 Purcell Way, North Vancouver

Materials: \$3.00

Help your unemployed members with U.I.C. claims and appeals to participate in Unemployed Action Centres. The aim of this course is for participants to understand the framework of unemployment insurance and the "jargon" used in the Act and by the Commission. The course will cover the structure of Canada's Unemployment Insurance Act, including any recent amendments. It will outline the qualifications needed in order to claim unemployment insurance and problems which might arise. A "mock" appeal tribunal will be held.

LSTP 36201: LEADERSHIP SKILLS FOR WOMEN: ASSERTIVENESS, ADVOCACY AND ORGANIZING

Susan O'Donnell Instructor:

Saturday/Sunday, October 13, 14 (I weekend) 9:30 a.m. to 4:00 p.m. Dates:

Time:

Hospital Employees' Union (use back entrance) 2286 West 12th Avenue (at Vine Street), Vancouver

A workshop to assist women with the skills they need to become active in their unions and take a leadership role. A good mix of communications and organizing techniques and a special emphasis on dealing with sexism

LSTP 36202: SHOULDER TO SHOULDER: 100 YEARS OF WOMEN'S WORK AND ORGANIZATION IN B.C.

Sara Diamond

Saturday/Sunday, November 3, 4 (1 weekend) 9:30 a.m. to 4:00 p.m. Dates:

Time: Retail, Wholesale Union 4371 Fraser Street, Vancouver \$29.00 Materials: \$5.00 Fee:

This weekend offers a unique opportunity to discover the ways that women have worked to improve the daily life of office, mill and restaurant. Participants will look at the fight for wage equality, the unionization of all workers, minimum wages, community resources, maternity benefits, and a voice within the labour movement for women, as well as other issues. Trace the thread that links today's ongoing organization by working women to the events, victories and strategies of the past. Workshops include oral history, audio/visual material and presentations by the instructor.

LSTP 36501: SKILLS & TECHNIQUES FOR ORGANIZING ISSUES

Susan O'Donnell Instructor:

Sunday, November 4 (1 Session) Time:

9:00 a.m. to 4:00 p.m. Family Activity Room Place: Britannia Community Centre

1661 Napier Street (at Commercial), Vancouver

Fee: \$25.00

Having problems getting your union's issues to the membership or the public? This lively workshop teaches the participants the basics of *issue* organizing. Participants will learn how to define issues and goals, do research, plan tactics, and evaluate outcomes. If there is a science of organizing, this is

LSTP 36701: ADVOCACY FOR WELFARE RIGHTS

Instructor: Susan O'Donnell

Date:

Sunday, December 2 (I session) 9:00 a.m. to 4:00 p.m. United Fishermen & Allied Workers Union

Place: 138 East Cordova Street (at Main), Vancouver

Materials: \$3.00

A vital course to help unions assist unemployed members seeking or receiving welfare. Includes an understanding of the G.A.I.N. Act and regulations as well as basic advocacy skills on behalf of

LSTP 37201: ADVOCACY TECHNIQUES FOR STEWARDS

Susan O'Donnell Instructor:

Saturday, November 3 (1 session) Date:

9:00 a.m. to 4:00 p.m.

Provincial Council of Carpenters & Joiners Place:

2806 Kingsway, Burnaby

\$25.00

Place:

An intensive workshop to develop the kind of techniques required for effective meetings with management for grievance resolution. All the skills necessary for developing the ability to represent and to argue issues will be developed. Please bring your collective agreement.

LSTP 37202: ADVOCACY TECHNIQUES FOR STEWARDS (REPEAT OFFERING)

Saturday, December 1 (1 session) Date: Time: 9:00 a.m. to 4:00 p.m.

Retail, Wholesale Union

4371 Fraser Street, Vancouver

LSTP 38001: UPDATE ON THE CANADA LABOUR CODE

Stuart Rush Saturday, December 8 (1 session) 9:00 a.m. to 4:00 p.m. Date: Time:

Canadian Union of Postal Workers 970 Homer Street, Vancouver Place:

\$29.00 Materials: \$3.00 Fee:

A review of significant changes to the Canada Labour Code and recent developments in decisions by the Canada Labour Relations Board with reference to the new amendments

MAIL REGISTRATION FORM

MAIL TO:

V7J 3H5

THE LABOUR STUDIES PROGRAMME

CAPILANO COLLEGE 2055 PURCELL WAY NORTH VANCOUVER, B.C.

TELEPHONE: 986-1911, Local 430

POSTAL CODE: UNION/LOCAL: TELEPHONE NOS:

COURSE NUMBER(S) COURSE FEE COST OF MATERIALS ******** ******* Sub totals: \$.....(2) \$....(1) Add (1) & (2) \$..... Add College Reg. Fee 10.00

ENCLOSED:

VISA..... Money Order..... Expiry Date Cheque.....

VISA CARD NUMBER

We are pleased to again offer a Fall Programme of courses and workshops. In spite of difficult times, the Programme is continuing and growing in popularity. Previous participants will recognize that the Programme is a little "leaner" and that fees are somewhat higher; a necessary response to meet the reality of a shrinking budget.

We wish to enlist your assistance in promoting the programme. Our ability to continue depends on demonstrating need for our courses and workshops - judged on the basis of enrolment. There are several ways in which you can help. Please post the Programme on bulletin boards so that others may read it and consider participating. Register early to avoid having courses cancelled due to insufficient enrolment. If your union has not established fee-paying assistance, raise the issue of having all or part of the fees paid by the union. If your union's education committee requires assistance, encourage them to use the Programme; many of our courses and workshops can be purchased for your education programme at a very reasonable group fee. Lastly, tell us what courses and workshops you think we should be offering. Our instructors, staff and Advisory Committee try to determine a good balance between "skills" and information courses, between a core programme and new offerings, but your advice is important in making these decisions.

We hope that you will continue to find the Programme useful and effective, and look forward to continuing to make our contribution to the labour movement.



General enquiries and registrations are handled by our staff pe Arlene Miller.



Programme development and 'in-house' union education requests are facilitated by Betty Merrall, our Labour Education Liaison and Divisional



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