

ATLANTIC REGION UNION DEVELOPMENT NOVA SCOTIA WORKSHOP SCHEDULE



2015 WINTER/SPRING

2015 WINTER/SPRING WORKSHOP SCHEDULE FOR NOVA SCOTIA

| Date | Workshop | Location |
|-----------------------------|--|-----------------|
| February 28 – March 1, 2015 | Steward Learning Series: <ul style="list-style-type: none"> • What's Our Duty • Note-taking • Handling Discipline & Discharge | Dartmouth |
| February 28 – March 1, 2015 | Steward Learning Series: <ul style="list-style-type: none"> • What's Our Duty • Creating an Accommodation Friendly Workplace • What Stewards Need to know about Health & Safety | Sydney |
| March 7 – 8, 2015 | Workplace Stress | Yarmouth |
| March 7 – 8, 2015 | Workplace Stress | Bridgewater |
| March 7 – 8, 2015 | Introduction to Pensions | Dartmouth |
| March 28 – 29, 2015 | Conflict Resolution | Sydney |

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| March 28 – 29, 2015 | Preventing Workplace Violence | Dartmouth |
| March 28 – 29, 2015 | Steward Learning Series: <ul style="list-style-type: none"> • What's Our Duty • Disability Issues for Stewards • Handling Discipline & Discharge | New Glasgow |
| April 11 – 12, 2015 | Steward Learning Series: <ul style="list-style-type: none"> • Building Your Case • Creating an Accommodation Friendly Workplace • Representing Members in front of Management | Dartmouth |
| April 11 – 12, 2015 | Steward Learning Series: <ul style="list-style-type: none"> • Note-taking • Creating Harassment Free Workplaces • Handling Discipline & Discharge | Sydney |
| April 11 – 12, 2015 | Steward Learning Series: <ul style="list-style-type: none"> • Building Your Case • Creating Harassment Free Workplaces • Handling Discipline & Discharge | Yarmouth |
| April 18 – 19, 2015 | Workplace Stress | Dartmouth |
| April 18 – 19, 2015 | Conflict Resolution | Truro |
| April 18 – 19, 2015 | Steward Learning Series: <ul style="list-style-type: none"> • Building Your Case • Creating Accommodation Friendly Workplaces • Representing Members in front of Management | Liverpool |

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| May 2 – 3, 2015 | Steward Learning Series: <ul style="list-style-type: none"> • Handling Grievances • Literacy Awareness for Stewards • Conflict Resolution Skills for Stewards | Dartmouth |
| May 2 – 3, 2015 | Workplace Stress | Sydney |
| May 2 – 3, 2015 | Steward Learning Series: <ul style="list-style-type: none"> • Representing Members in front of Management • Creating Accommodation Friendly Workplaces • Conflict Resolution Skills for Stewards | New Glasgow |
| May 9 – 10, 2015 | Introduction to CUPE | Dartmouth |
| May 9 – 10, 2015 | Conflict Resolution | Yarmouth |
| May 23 – 24, 2015 | Steward Learning Series: <ul style="list-style-type: none"> • Resolving Grievances without going to Arbitration • Disability Issues for Stewards • What Stewards Need to Know about Arbitration | Dartmouth |
| May 23 – 24, 2015 | Steward Learning Series: <ul style="list-style-type: none"> • Building Your Case • Literacy Awareness • Representing Members in front of Management | Sydney |
| May 30 – 31, 2015 | Financial Officers | Dartmouth |

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| May 30 – 31, 2015 | Conflict Resolution | Bridgewater |
| June 6 – 7, 2015 | Steward Learning Series: <ul style="list-style-type: none"> • Mobilizing Members • Creating Harassment Free Workplaces • What Stewards Need to Know about Health & Safety | Dartmouth |
| June 6 – 7, 2015 | Steward Learning Series: <ul style="list-style-type: none"> • Handling Grievances • Disability Issues for Stewards • Resolving Grievances without going to Arbitration | Sydney |
| June 6 – 7, 2015 | Steward Learning Series: <ul style="list-style-type: none"> • Representing Members in front of Management • Disability Issues for Stewards • Resolving Grievances without going to Arbitration | Yarmouth |



Atlantic Region – Presents

Steward Learning Series

This series of three-hour modules will give stewards a wide range of knowledge and skills to represent members and respond to situations in the workplace. The following modules will be offered this weekend:

- What's Our Duty
- Notetaking
- Handling Discipline and Discharge

| | |
|--------------------------|--|
| DATE & TIMES: | Saturday, February 28, 2015 (9:00 am – 4:00 pm) Sunday, March 1, 2015 (9:00 am – completion) |
| LOCATION: | CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 |
| DEADLINE: | February 20, 2015 |
| FEE: | \$25 (Registration fee <u>MUST</u> accompany registration in order to reserve spot) |
| REGISTRAR: | Union Development Representative CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 Phone: (902) 455-4180 Fax: (902) 455-5915 |



Registration Form

(TO BE MAILED TO THE REGISTRAR)

Union Development Representative - Atlantic Region
271 Brownlow Avenue, Dartmouth, NS B3B 1W6

Tel: (902) 455-4180 Fax: (902) 455-5915

STEWARD LEARNING SERIES Feb. 28 – Mar 1, 2015 (Dartmouth Area Office) Registration Deadline: Feb. 20, 2015

| Name | Address | Phone Number | Local |
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REGISTRATION FEES MUST ACCOMPANY REGISTRATION IN ORDER TO RESERVE SPOT

Please make cheques payable to: Canadian Union of Public Employees



Atlantic Region – Presents

Steward Learning Series

This series of three-hour modules will give stewards a wide range of knowledge and skills to represent members and respond to situations in the workplace. The following modules will be offered this weekend:

- What's Our Duty
- Creating an Accommodation Friendly Workplace
- What Stewards Need to Know About Health & Safety

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|--------------------------|--|
| DATE & TIMES: | Saturday, February 28, 2015 (9:00 am – 4:00 pm) Sunday, March 1, 2015 (9:00 am – completion) |
| LOCATION: | CUPE Sydney Office, 500 George Place, Lower Level, 500 George Street, Sydney, NS B1P 1K6 |
| DEADLINE: | February 20, 2015 |
| FEE: | \$25 (Registration fee <u>MUST</u> accompany registration in order to reserve spot) |
| REGISTRAR: | Union Development Representative CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 Phone: (902) 455-4180 Fax: (902) 455-5915 |



Registration Form

(TO BE MAILED TO THE REGISTRAR)

Union Development Representative - Atlantic Region
271 Brownlow Avenue, Dartmouth, NS B3B 1W6

Tel: (902) 455-4180 Fax: (902) 455-5915

STEWARD LEARNING SERIES **Feb. 28 – Mar 1, 2015 (Sydney Office)** **Registration Deadline: February 20, 2015**

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REGISTRATION FEES MUST ACCOMPANY REGISTRATION IN ORDER TO RESERVE SPOT

Please make cheques payable to: Canadian Union of Public Employees



Atlantic Region – Presents

Workplace Stress (9 hr)

When you complain about stress on the job, does your employer tell you to take a deep breath, relax and get some exercise, but only after work? This workshop looks at:

- What causes stress at work
- How it affects your health
- How to create a healthier work environment

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|--------------------------|--|
| DATE & TIMES: | Saturday, March 7, 2015 (9:00 am – 4:00 pm) Sunday, March 8, 2015 (9:00 am – completion) |
| LOCATION: | CUPE Yarmouth Office, 1-C Second Street, Yarmouth, NS B5A |
| DEADLINE: | February 20, 2015 |
| FEE: | \$25 (Registration fee <u>MUST</u> accompany registration in order to reserve spot) |
| REGISTRAR: | Union Development Representative CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 Phone: (902) 455-4180 Fax: (902) 455-5915 |



Registration Form

(TO BE MAILED TO THE REGISTRAR)

Union Development Representative - Atlantic Region
271 Brownlow Avenue, Dartmouth, NS B3B 1W6

Tel: (902) 455-4180 Fax: (902) 455-5915

WORKPLACE STRESS **March 7 - 8, 2015 (CUPE Yarmouth Office)** **Registration Deadline: February 20, 2015**

| Name | Address | Phone Number | Local |
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Please make cheques payable to: Canadian Union of Public Employees

abs/cope 491



Atlantic Region – Presents

Workplace Stress (9 hr)

When you complain about stress on the job, does your employer tell you to take a deep breath, relax and get some exercise, but only after work? This workshop looks at:

- What causes stress at work
- How it affects your health
- How to create a healthier work environment

| | |
|--------------------------|--|
| DATE & TIMES: | Saturday, March 7, 2015 (9:00 am – 4:00 pm) Sunday, March 8, 2015 (9:00 am – completion) |
| LOCATION: | Best Western Plus, 527 Highway 10, Exit 12, Bridgewater, NS B4V 7P4 |
| DEADLINE: | February 20, 2015 |
| FEE: | \$25 (Registration fee <u>MUST</u> accompany registration in order to reserve spot) |
| REGISTRAR: | Union Development Representative CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 Phone: (902) 455-4180 Fax: (902) 455-5915 |



Registration Form

(TO BE MAILED TO THE REGISTRAR)

Union Development Representative - Atlantic Region
271 Brownlow Avenue, Dartmouth, NS B3B 1W6

Tel: (902) 455-4180 Fax: (902) 455-5915

WORKPLACE STRESS March 7 - 8, 2015 (Best Western Plus, Bridgewater) Registration Deadline: Feb. 20, 2015

| Name | Address | Phone Number | Local |
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Atlantic Region – Presents

Introduction to Pensions

Our pensions are our retirement wages. Do you want to get a pension plan in your workplace or improve the one you have? Do you want to understand the information you get about your pension? Do you wonder how government pension plans will work for you?

NOTE: If you have a pension plan in your workplace, bring your annual pension statement with you. If you have a copy of your Canada Pension Plan statement, bring that too. This is NOT a retirement planning workshop.

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| DATE & TIMES: | Saturday, March 7 - 8, 2015 (9:00 am – 4:00 pm) Sunday, March 8, 2015 (9:00 am – completion) |
| LOCATION: | CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 |
| DEADLINE: | February 20, 2015 |
| FEE: | \$25 (Registration fee <u>MUST</u> accompany registration in order to reserve spot) |
| REGISTRAR: | Union Development Representative CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 Phone: (902) 455-4180 Fax: (902) 455-5915 |



Registration Form

(TO BE MAILED TO THE REGISTRAR)

Union Development Representative - Atlantic Region
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Tel: (902) 455-4180 Fax: (902) 455-5915

INTRODUCTION TO PENSIONS **March 7 – 8, 2015 (Dartmouth Area Office)** **Registration Deadline: Feb. 20, 2015**

| Name | Address | Phone Number | Local |
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abs/cope 491



Atlantic Region – Presents

Conflict Resolution

Conflict is a natural part of our lives. Learning to handle it well will improve your relationships with other members, co-workers and the employer. This workshop will:

- Deepen your understanding of conflict
- Strengthen your communication skills
- Provide opportunities to practice responding to conflict

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|--------------------------|--|
| DATE & TIMES: | Saturday, March 28, 2015 (9:00 am – 4:00 pm) Sunday, March 29, 2015 (9:00 am – completion) |
| LOCATION: | CUPE Sydney Office, 500 George Place Lower Level, 500 George Street, Sydney, NS B1P 1K6 |
| DEADLINE: | March 13, 2015 |
| FEE: | \$25 (Registration fee <u>MUST</u> accompany registration in order to reserve spot) |
| REGISTRAR: | Union Development Representative CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 Phone: (902) 455-4180 Fax: (902) 455-5915 |



Registration Form

(TO BE MAILED TO THE REGISTRAR)

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Tel: (902) 455-4180 Fax: (902) 455-5915

CONFLICT RESOLUTION

March 28 - 29, 2015 (Sydney Office)

Registration Deadline: March 13, 2015

| Name | Address | Phone Number | Local |
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Atlantic Region – Presents

Preventing Workplace Violence

Workplace violence is a serious health and safety concern. Workers do not expect to be victims of workplace violence. However, violence can happen in any workplace and can have serious effects on workers, their families, their colleagues, and the way work is conducted. This workshop will introduce participants to strategies to combat workplace violence by utilizing Health and Safety legislation and member engagement. This workshop is appropriate for members, locals, executives and members who sit on joint occupational health and safety committees.

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|--------------------------|--|
| DATE & TIMES: | Saturday, March 28, 2015 (9:00 am – 4:00 pm) Sunday, March 29, 2015 (9:00 am – completion) |
| LOCATION: | CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 |
| DEADLINE: | March 13, 2015 |
| FEE: | \$25 (Registration fee <u>MUST</u> accompany registration in order to reserve spot) |
| REGISTRAR: | Union Development Representative CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 Phone: (902) 455-4180 Fax: (902) 455-5915 |



Registration Form

(TO BE MAILED TO THE REGISTRAR)

Union Development Representative - Atlantic Region
271 Brownlow Avenue, Dartmouth, NS B3B 1W6

Tel: (902) 455-4180 Fax: (902) 455-5915

PREVENTING WORKPLACE VIOLENCE Mar. 28-29, 2015 (Dartmouth Office) Registration Deadline: Mar. 13, 2015

| Name | Address | Phone Number | Local |
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Atlantic Region – Presents

Steward Learning Series

This series of three-hour modules will give stewards a wide range of knowledge and skills to represent members and respond to situations in the workplace. The following modules will be offered this weekend:

- What's Our Duty
- Disability Issues for Stewards
- Handling Discipline and Discharge

| | |
|--------------------------|--|
| DATE & TIMES: | Saturday, March 28, 2015 (9:00 am – 4:00 pm) Sunday, March 29, 2015 (9:00 am – completion) |
| LOCATION: | CUPE New Glasgow, 115 MacLean Street, New Glasgow, NS B2H 4M5 |
| DEADLINE: | March 13, 2015 |
| FEE: | \$25 (Registration fee <u>MUST</u> accompany registration in order to reserve spot) |
| REGISTRAR: | Union Development Representative CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 Phone: (902) 455-4180 Fax: (902) 455-5915 |



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(TO BE MAILED TO THE REGISTRAR)

Union Development Representative - Atlantic Region
271 Brownlow Avenue, Dartmouth, NS B3B 1W6

Tel: (902) 455-4180 Fax: (902) 455-5915

STEWARD LEARNING SERIES Mar. 28 – 29, 2015 (New Glasgow Office) Registration Deadline: March 13, 2015

| Name | Address | Phone Number | Local |
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Atlantic Region – Presents

Steward Learning Series

This series of three-hour modules will give stewards a wide range of knowledge and skills to represent members and respond to situations in the workplace. The following modules will be offered this weekend:

- Building Your Case
- Creating an Accommodation-Friendly Workplace
- Representing Members in front of Management

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|--------------------------|--|
| DATE & TIMES: | Saturday, April 11, 2015 (9:00 am – 4:00 pm) Sunday, April 12, 2015 (9:00 am – completion) |
| LOCATION: | CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 |
| DEADLINE: | March 27, 2015 |
| FEE: | \$25 (Registration fee <u>MUST</u> accompany registration in order to reserve spot) |
| REGISTRAR: | Union Development Representative CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 Phone: (902) 455-4180 Fax: (902) 455-5915 |



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STEWARD LEARNING SERIES April 11 - 12, 2015 (Dartmouth Area Office) Registration Deadline: Mar. 27, 2015

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Atlantic Region – Presents

Steward Learning Series

This series of three-hour modules will give stewards a wide range of knowledge and skills to represent members and respond to situations in the workplace. The following modules will be offered this weekend:

- Notetaking
- Creating Harassment-free Workplaces
- Handling Discipline & Discharge

| | |
|--------------------------|--|
| DATE & TIMES: | Saturday, April 11, 2015 (9:00 am – 4:00 pm) Sunday, April 12, 2015 (9:00 am – completion) |
| LOCATION: | CUPE Sydney Office, 500 George Place, Lower Level, 500 George Street, Sydney, NS B1P 1K6 |
| DEADLINE: | March 27, 2015 |
| FEE: | \$25 (Registration fee <u>MUST</u> accompany registration in order to reserve spot) |
| REGISTRAR: | Union Development Representative CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 Phone: (902) 455-4180 Fax: (902) 455-5915 |



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Union Development Representative - Atlantic Region
271 Brownlow Avenue, Dartmouth, NS B3B 1W6

Tel: (902) 455-4180 Fax: (902) 455-5915

STEWARD LEARNING SERIES

April 11 – 12, 2015 (Sydney Office)

Registration Deadline: March 27, 2015

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Atlantic Region – Presents

Steward Learning Series

This series of three-hour modules will give stewards a wide range of knowledge and skills to represent members and respond to situations in the workplace. The following modules will be offered this weekend:

- Building Your Case
- Creating Harassment-free Workplaces
- Handling Discipline and Discharge

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|--------------------------|--|
| DATE & TIMES: | Saturday, April 11, 2015 (9:00 am – 4:00 pm) Sunday, April 12, 2015 (9:00 am – completion) |
| LOCATION: | CUPE Yarmouth Office, 1-C Second Street, Yarmouth, NS B5A 1T4 |
| DEADLINE: | March 27, 2015 |
| FEE: | \$25 (Registration fee <u>MUST</u> accompany registration in order to reserve spot) |
| REGISTRAR: | Union Development Representative CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 Phone: (902) 455-4180 Fax: (902) 455-5915 |



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Tel: (902) 455-4180 Fax: (902) 455-5915

STEWARD LEARNING SERIES

April 11 - 12, 2015 (Yarmouth Office)

Registration Deadline: March 27, 2015

| Name | Address | Phone Number | Local |
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Atlantic Region – Presents

Workplace Stress (9 hr)

When you complain about stress on the job, does your employer tell you to take a deep breath, relax and get some exercise, but only after work? This workshop looks at:

- What causes stress at work
- How it affects your health
- How to create a healthier work environment

| | |
|--------------------------|--|
| DATE & TIMES: | Saturday, April 18, 2015 (9:00 am – 4:00 pm) Sunday, April 19, 2015 (9:00 am – completion) |
| LOCATION: | CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 |
| DEADLINE: | April 3, 2015 |
| FEE: | \$25 (Registration fee <u>MUST</u> accompany registration in order to reserve spot) |
| REGISTRAR: | Union Development Representative CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 Phone: (902) 455-4180 Fax: (902) 455-5915 |



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WORKPLACE STRESS

April 18-19, 2015 (Dartmouth Office)

Registration Deadline: April 3, 2015

| Name | Address | Phone Number | Local |
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Atlantic Region – Presents

Conflict Resolution

Conflict is a natural part of our lives. Learning to handle it well will improve your relationships with other members, co-workers and the employer. This workshop will:

- Deepen your understanding of conflict
- Strengthen your communication skills
- Provide opportunities to practice responding to conflict

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|--------------------------|--|
| DATE & TIMES: | Saturday, April 18, 2015 (9:00 am – 4:00 pm) Sunday, April 19, 2015 (9:00 am – completion) |
| LOCATION: | Holiday Inn & Conference Centre, 437 Prince Street, Truro, NS B2N 1E6 |
| DEADLINE: | April 3, 2015 |
| FEE: | \$25 (Registration fee <u>MUST</u> accompany registration in order to reserve spot) |
| REGISTRAR: | Union Development Representative CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 Phone: (902) 455-4180 Fax: (902) 455-5915 |



Registration Form

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Union Development Representative - Atlantic Region
271 Brownlow Avenue, Dartmouth, NS B3B 1W6

Tel: (902) 455-4180 Fax: (902) 455-5915

CONFLICT RESOLUTION

April 18-19, 2015 (Holiday Inn, Truro)

Registration Deadline: April 3, 2015

| Name | Address | Phone Number | Local |
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Atlantic Region – Presents

Steward Learning Series

This series of three-hour modules will give stewards a wide range of knowledge and skills to represent members and respond to situations in the workplace. The following modules will be offered this weekend:

- Building Your Case
- Creating an Accommodation Friendly Workplace
- Representing Members in front of Management

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|--------------------------|--|
| DATE & TIMES: | Saturday, April 18, 2015 (9:00 am – 4:00 pm) Sunday, April 19, 2015 (9:00 am – completion) |
| LOCATION: | Best Western, 63 Queen Place Drive, Liverpool, NS B0T 1K0 |
| DEADLINE: | April 3, 2015 |
| FEE: | \$25 (Registration fee <u>MUST</u> accompany registration in order to reserve spot) |
| REGISTRAR: | Union Development Representative CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 Phone: (902) 455-4180 Fax: (902) 455-5915 |



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STEWARD LEARNING SERIES April 18 - 19, 2015 (Best Western, Liverpool) Registration Deadline: April 3, 2015

| Name | Address | Phone Number | Local |
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Atlantic Region – Presents

Steward Learning Series

This series of three-hour modules will give stewards a wide range of knowledge and skills to represent members and respond to situations in the workplace. The following modules will be offered this weekend:

- Handling Grievances
- Literacy Awareness for Stewards
- Conflict Resolution Skills for Stewards

| | |
|--------------------------|--|
| DATE & TIMES: | Saturday, May 2, 2015 (9:00 am – 4:00 pm) Sunday, May 3, 2015 (9:00 am – completion) |
| LOCATION: | CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 |
| DEADLINE: | April 17, 2015 |
| FEE: | \$25 (Registration fee <u>MUST</u> accompany registration in order to reserve spot) |
| REGISTRAR: | Union Development Representative CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 Phone: (902) 455-4180 Fax: (902) 455-5915 |



Registration Form

(TO BE MAILED TO THE REGISTRAR)

Union Development Representative - Atlantic Region
271 Brownlow Avenue, Dartmouth, NS B3B 1W6

Tel: (902) 455-4180 Fax: (902) 455-5915

STEWARD LEARNING SERIES

May 2 - 3, 2015 (Dartmouth Area Office)

Registration Deadline: April 17, 2015

| Name | Address | Phone Number | Local |
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REGISTRATION FEES MUST ACCOMPANY REGISTRATION IN ORDER TO RESERVE SPOT

Please make cheques payable to: Canadian Union of Public Employees



Atlantic Region – Presents

Workplace Stress (9 hr)

When you complain about stress on the job, does your employer tell you to take a deep breath, relax and get some exercise, but only after work? This workshop looks at:

- What causes stress at work
- How it affects your health
- How to create a healthier work environment

| | |
|--------------------------|--|
| DATE & TIMES: | Saturday, May 2, 2015 (9:00 am – 4:00 pm) Sunday, May 3, 2015 (9:00 am – completion) |
| LOCATION: | CUPE Sydney Office, 500 George Place, Lover Level, 500 George Street, Sydney, NS B1P 1K6 |
| DEADLINE: | April 17, 2015 |
| FEE: | \$25 (Registration fee <u>MUST</u> accompany registration in order to reserve spot) |
| REGISTRAR: | Union Development Representative CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 Phone: (902) 455-4180 Fax: (902) 455-5915 |



Registration Form

(TO BE MAILED TO THE REGISTRAR)

Union Development Representative - Atlantic Region
271 Brownlow Avenue, Dartmouth, NS B3B 1W6

Tel: (902) 455-4180 Fax: (902) 455-5915

WORKPLACE STRESS

May 2 - 3, 2015 (Sydney Office)

Registration Deadline: April 17, 2015

| Name | Address | Phone Number | Local |
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REGISTRATION FEES MUST ACCOMPANY REGISTRATION IN ORDER TO RESERVE SPOT

Please make cheques payable to: Canadian Union of Public Employees

abs/cope 491



Atlantic Region – Presents

Steward Learning Series

This series of three-hour modules will give stewards a wide range of knowledge and skills to represent members and respond to situations in the workplace. The following modules will be offered this weekend:

- Representing Members in front of Management
- Creating Accommodation Friendly Workplaces
- Conflict Resolution Skills for Stewards

| | |
|--------------------------|--|
| DATE & TIMES: | Saturday, May 2, 2015 (9:00 am – 4:00 pm) Sunday, May 3, 2015 (9:00 am – completion) |
| LOCATION: | CUPE New Glasgow, 115 MacLean Street, New Glasgow, NS B2H 4M5 |
| DEADLINE: | April 17, 2015 |
| FEE: | \$25 (Registration fee <u>MUST</u> accompany registration in order to reserve spot) |
| REGISTRAR: | Union Development Representative CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 Phone: (902) 455-4180 Fax: (902) 455-5915 |



Registration Form

(TO BE MAILED TO THE REGISTRAR)

Union Development Representative - Atlantic Region
271 Brownlow Avenue, Dartmouth, NS B3B 1W6

Tel: (902) 455-4180 Fax: (902) 455-5915

STEWARD LEARNING SERIES

May 2 - 3, 2015 (New Glasgow Office)

Registration Deadline: April 17, 2015

| Name | Address | Phone Number | Local |
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REGISTRATION FEES MUST ACCOMPANY REGISTRATION IN ORDER TO RESERVE SPOT

Please make cheques payable to: Canadian Union of Public Employees



Atlantic Region – Presents

Introduction to CUPE

In this workshop you will:

- Deepen your understanding of union values
- Learn about CUPE's Structure
- Find out how unions solve problems
- Gain skills that will help you play a stronger role in your CUPE Local

| | |
|--------------------------|--|
| DATE & TIMES: | Saturday, May 9, 2015 (9:00 am – 4:00 pm) Sunday, May 10, 2015 (9:00 am – completion) |
| LOCATION: | CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 |
| DEADLINE: | April 27, 2015 |
| FEE: | \$25 (Registration fee <u>MUST</u> accompany registration in order to reserve spot) |
| REGISTRAR: | Union Development Representative CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 Phone: (902) 455-4180 Fax: (902) 455-5915 |



Registration Form

(TO BE MAILED TO THE REGISTRAR)

Union Development Representative - Atlantic Region
271 Brownlow Avenue, Dartmouth, NS B3B 1W6

Tel: (902) 455-4180 Fax: (902) 455-5915

INTRODUCTION TO CUPE

May 9 – 10, 2015 (Dartmouth)

Registration Deadline: April 27, 2015

| Name | Address | Phone Number | Local |
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REGISTRATION FEES MUST ACCOMPANY REGISTRATION IN ORDER TO RESERVE SPOT

Please make cheques payable to: Canadian Union of Public Employees

abs/cope 491



Atlantic Region – Presents

Conflict Resolution

Conflict is a natural part of our lives. Learning to handle it well will improve your relationships with other members, co-workers and the employer. This workshop will:

- Deepen your understanding of conflict
- Strengthen your communication skills
- Provide opportunities to practice responding to conflict

| | |
|--------------------------|--|
| DATE & TIMES: | Saturday, May 9, 2015 (9:00 am – 4:00 pm) Sunday, May 10, 2015 (9:00 am – completion) |
| LOCATION: | CUPE Yarmouth Office, 1-C Second Street, Yarmouth, NS B5A 1T4 |
| DEADLINE: | April 27, 2015 |
| FEE: | \$25 (Registration fee <u>MUST</u> accompany registration in order to reserve spot) |
| REGISTRAR: | Union Development Representative CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 Phone: (902) 455-4180 Fax: (902) 455-5915 |



Registration Form

(TO BE MAILED TO THE REGISTRAR)

Union Development Representative - Atlantic Region
271 Brownlow Avenue, Dartmouth, NS B3B 1W6

Tel: (902) 455-4180 Fax: (902) 455-5915

CONFLICT RESOLUTION

May 9 - 10, 2015 (Yarmouth Office)

Registration Deadline: April 27, 2015

| Name | Address | Phone Number | Local |
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REGISTRATION FEES MUST ACCOMPANY REGISTRATION IN ORDER TO RESERVE SPOT

Please make cheques payable to: Canadian Union of Public Employees

abs/cope 491



Atlantic Region – Presents

Steward Learning Series

This series of three-hour modules will give stewards a wide range of knowledge and skills to represent members and respond to situations in the workplace. The following modules will be offered this weekend:

- Resolving Grievances without going to Arbitration
- Disability Issues for Stewards
- What Stewards Need to Know about Arbitration

| | |
|--------------------------|--|
| DATE & TIMES: | Saturday, May 23, 2015 (9:00 am – 4:00 pm) Sunday, May 24, 2015 (9:00 am – completion) |
| LOCATION: | CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 |
| DEADLINE: | May 8, 2015 |
| FEE: | \$25 (Registration fee <u>MUST</u> accompany registration in order to reserve spot) |
| REGISTRAR: | Union Development Representative CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 Phone: (902) 455-4180 Fax: (902) 455-5915 |



Registration Form

(TO BE MAILED TO THE REGISTRAR)

Union Development Representative - Atlantic Region
271 Brownlow Avenue, Dartmouth, NS B3B 1W6

Tel: (902) 455-4180 Fax: (902) 455-5915

STEWARD LEARNING SERIES

May 23 – 24, 2015 (Dartmouth Office)

Registration Deadline: May 8, 2015

| Name | Address | Phone Number | Local |
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REGISTRATION FEES MUST ACCOMPANY REGISTRATION IN ORDER TO RESERVE SPOT

Please make cheques payable to: Canadian Union of Public Employees



Atlantic Region – Presents

Steward Learning Series

This series of three-hour modules will give stewards a wide range of knowledge and skills to represent members and respond to situations in the workplace. The following modules will be offered this weekend:

- Building Your Case
- Literacy Awareness
- What Stewards Need to Know About Health & Safety

| | |
|--------------------------|--|
| DATE & TIMES: | Saturday, May 23, 2015 (9:00 am – 4:00 pm) Sunday, May 24, 2015 (9:00 am – completion) |
| LOCATION: | CUPE Sydney Office, 500 George Place, Lower Level, 500 George Street, Sydney, NS B1P 1K6 |
| DEADLINE: | May 8, 2015 |
| FEE: | \$25 (Registration fee <u>MUST</u> accompany registration in order to reserve spot) |
| REGISTRAR: | Union Development Representative CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 Phone: (902) 455-4180 Fax: (902) 455-5915 |



Registration Form

(TO BE MAILED TO THE REGISTRAR)

Union Development Representative - Atlantic Region
271 Brownlow Avenue, Dartmouth, NS B3B 1W6

Tel: (902) 455-4180 Fax: (902) 455-5915

STEWARD LEARNING SERIES

May 23 - 24, 2015 (Sydney Office)

Registration Deadline: May 8, 2015

| Name | Address | Phone Number | Local |
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REGISTRATION FEES MUST ACCOMPANY REGISTRATION IN ORDER TO RESERVE SPOT

Please make cheques payable to: Canadian Union of Public Employees



Atlantic Region – Presents

Financial Officers

This workshop is for secretary-treasurers and trustees. You will practice:

- Keeping a monthly ledger
- Filling out per capita tax form
- Preparing a budget
- Auditing the books

*** Please bring a laptop (if possible), calculator and pencils**

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|--------------------------|--|
| DATE & TIMES: | Saturday, May 30, 2015 (9:00 am – 4:00 pm) Sunday, May 31, 2015 (9:00 am – 2:00 pm) |
| LOCATION: | CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS |
| DEADLINE: | May 15, 2015 |
| FEE: | \$25 (Registration fee <u>MUST</u> accompany registration in order to reserve spot) |
| REGISTRAR: | Union Development Representative CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 Phone: (902) 455-4180 Fax: (902) 455-5915 |



Registration Form

** Please bring a laptop (if possible) calculator and pencils*

(TO BE MAILED TO THE REGISTRAR)

Union Development Representative - Atlantic Region
271 Brownlow Avenue, Dartmouth, NS B3B 1W6

Tel: (902) 455-4180 Fax: (902) 455-5915

FINANCIAL OFFICERS

May 30 - 31, 2015 (Dartmouth)

Registration Deadline: May 15, 2015

| Name | Address | Phone Number | Local |
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REGISTRATION FEES MUST ACCOMPANY REGISTRATION IN ORDER TO RESERVE SPOT

Please make cheques payable to: Canadian Union of Public Employees

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Atlantic Region – Presents

Conflict Resolution

Conflict is a natural part of our lives. Learning to handle it well will improve your relationships with other members, co-workers and the employer. This workshop will:

- Deepen your understanding of conflict
- Strengthen your communication skills
- Provide opportunities to practice responding to conflict

| | |
|--------------------------|--|
| DATE & TIMES: | Saturday, May 30, 2015 (9:00 am – 4:00 pm) Sunday, May 31, 2015 (9:00 am – completion) |
| LOCATION: | Best Western Plus, 527 Highway 10, Exit 12, Bridgewater, NS B4V 7P4 |
| DEADLINE: | May 15, 2015 |
| FEE: | \$25 (Registration fee <u>MUST</u> accompany registration in order to reserve spot) |
| REGISTRAR: | Union Development Representative CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 Phone: (902) 455-4180 Fax: (902) 455-5915 |



Registration Form

(TO BE MAILED TO THE REGISTRAR)

Union Development Representative - Atlantic Region
271 Brownlow Avenue, Dartmouth, NS B3B 1W6

Tel: (902) 455-4180 Fax: (902) 455-5915

CONFLICT RESOLUTION May 30 – 31, 2015 (Best Western Bridgewater)

Registration Deadline: May 15, 2015

| Name | Address | Phone Number | Local |
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REGISTRATION FEES MUST ACCOMPANY REGISTRATION IN ORDER TO RESERVE SPOT

Please make cheques payable to: Canadian Union of Public Employees

abs/cope 491



Atlantic Region – Presents

Steward Learning Series

This series of three-hour modules will give stewards a wide range of knowledge and skills to represent members and respond to situations in the workplace. The following modules will be offered this weekend:

- Mobilizing Members
- Creating Harassment Free Workplaces
- What Stewards Need to Know about Health & Safety

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|--------------------------|--|
| DATE & TIMES: | Saturday, June 6, 2015 (9:00 am – 4:00 pm) Sunday, June 7, 2015 (9:00 am – completion) |
| LOCATION: | CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 |
| DEADLINE: | May 22, 2015 |
| FEE: | \$25 (Registration fee <u>MUST</u> accompany registration in order to reserve spot) |
| REGISTRAR: | Union Development Representative CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 Phone: (902) 455-4180 Fax: (902) 455-5915 |



Registration Form

(TO BE MAILED TO THE REGISTRAR)

Union Development Representative - Atlantic Region
271 Brownlow Avenue, Dartmouth, NS B3B 1W6

Tel: (902) 455-4180 Fax: (902) 455-5915

STEWARD LEARNING SERIES June 6 - 7, 2015 (Dartmouth Area Office) Registration Deadline: May 22, 2015

| Name | Address | Phone Number | Local |
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REGISTRATION FEES MUST ACCOMPANY REGISTRATION IN ORDER TO RESERVE SPOT

Please make cheques payable to: Canadian Union of Public Employees



Atlantic Region – Presents

Steward Learning Series

This series of three-hour modules will give stewards a wide range of knowledge and skills to represent members and respond to situations in the workplace. The following modules will be offered this weekend:

- Handling Grievances
- Disability Issues for Stewards
- Resolving Grievances without going to Arbitration

| | |
|--------------------------|--|
| DATE & TIMES: | Saturday, June 6, 2015 (9:00 am – 4:00 pm) Sunday, June 7, 2015 (9:00 am – completion) |
| LOCATION: | CUPE Sydney Office, 500 George Place, Lower Level, 500 George Street, Sydney, NS B1P 1K6 |
| DEADLINE: | May 22, 2015 |
| FEE: | \$25 (Registration fee <u>MUST</u> accompany registration in order to reserve spot) |
| REGISTRAR: | Union Development Representative CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 Phone: (902) 455-4180 Fax: (902) 455-5915 |



Registration Form

(TO BE MAILED TO THE REGISTRAR)

Union Development Representative - Atlantic Region
271 Brownlow Avenue, Dartmouth, NS B3B 1W6

Tel: (902) 455-4180 Fax: (902) 455-5915

STEWARD LEARNING SERIES

June 6 - 7, 2015 (Sydney Office)

Registration Deadline: May 22, 2015

| Name | Address | Phone Number | Local |
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REGISTRATION FEES MUST ACCOMPANY REGISTRATION IN ORDER TO RESERVE SPOT

Please make cheques payable to: Canadian Union of Public Employees



Atlantic Region – Presents

Steward Learning Series

This series of three-hour modules will give stewards a wide range of knowledge and skills to represent members and respond to situations in the workplace. The following modules will be offered this weekend:

- Representing Members in front of Management
- Disability Issues for Stewards
- Resolving Grievances without going to Arbitration

| | |
|--------------------------|--|
| DATE & TIMES: | Saturday, June 6, 2015 (9:00 am – 4:00 pm) Sunday, June 7, 2015 (9:00 am – completion) |
| LOCATION: | CUPE Yarmouth Office, 1-C Second Street, Yarmouth, NS B5A 1T4 |
| DEADLINE: | May 22, 2015 |
| FEE: | \$25 (Registration fee <u>MUST</u> accompany registration in order to reserve spot) |
| REGISTRAR: | Union Development Representative CUPE Atlantic Regional Office, 271 Brownlow Avenue, Dartmouth, NS B3B 1W6 Phone: (902) 455-4180 Fax: (902) 455-5915 |



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271 Brownlow Avenue, Dartmouth, NS B3B 1W6

Tel: (902) 455-4180 Fax: (902) 455-5915

STEWARD LEARNING SERIES

June 6 – 7, 2015 (Yarmouth Office)

Registration Deadline: May 22, 2015

| Name | Address | Phone Number | Local |
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REGISTRATION FEES MUST ACCOMPANY REGISTRATION IN ORDER TO RESERVE SPOT

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