

2017

# Manitoba Winter School



**CUPE** education  
where the *action* is!

Sponsored by: *Union Development Department  
and CUPE Manitoba*

Lakeview Resort, Gimli MB

Thursday, February 23 to  
Sunday, February 26, 2017

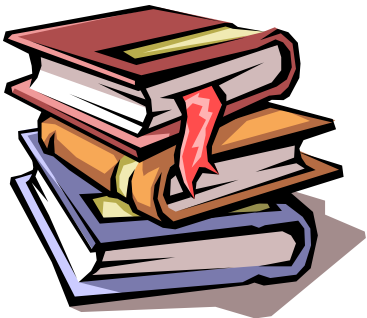
# Manitoba 22nd Annual CUPE Winter School

## Who Can Attend?

The School is open to all CUPE Members sponsored by their Local.

Class size will be limited to approximately 20 participants. Participants will be registered on a first-come, first-served basis. It is very important to signify a **second** choice. Your registration fee **MUST** accompany your registration form in order to confirm your registration.

In order to provide the best learning environment, the Education Rep reserves the right to cancel any course if the registrations are low, or transfer participants to their second choice. The Education Rep also reserves the right to limit the number of members any one Local may send to any workshop and to assign participants to a second choice workshop.



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## Bursary

**One (1) Bursary for \$750 is available from CUPE Manitoba to a small Local or a Local in financial need.**

A copy of your Local's last Trustees' Report must accompany the application for Bursary.

Bursary application form attached.

**Send Bursary Applications by mail, fax or E-mail to:**

CUPE Manitoba  
704-275 Broadway  
Winnipeg, MB R3C 4M6

Phone: (204) 942-0343  
Fax: (204) 956-7071  
E-mail: [cupemb@cupe.mb.ca](mailto:cupemb@cupe.mb.ca)

**Deadline for Bursary Applications is January 27, 2017**

***UNION EDUCATION MEANS UNION POWER!***

*The power to defend our rights as workers, to protect the services we provide, and to build caring communities.*

This brochure is also available on the CUPE National and CUPE Manitoba websites: [www.cupe.ca](http://www.cupe.ca) and [www.cupe.mb.ca](http://www.cupe.mb.ca)

# 2017 Winter School INFORMATION

## Accommodation:

**Locals are responsible for booking their delegates' accommodations.**

Rooms have been block-booked at the Lakeview Resort in Gimli. **Please make reservations directly with the hotel prior to January 27, 2017** in order to take advantage of this block-booking.

Please quote Group Name: **CUPE Winter School 2017** when reserving your room.

### Rates:

- ◆ Double rooms: \$99
- ◆ Suites: \$119
- ◆ Deluxe Suites: \$139
- ◆ One-bedroom luxury suites: \$169
- ◆ Two-bedroom luxury suites: \$189

(Taxes extra)

Please note that the **Lakeview Resort is a completely non-smoking facility.**

Smoking is not permitted on guest room balconies or inside rooms.

Check-in is after 3:00 p.m.

Check-out is at 11:00 a.m.

Any departures after this time may be charged for an additional night unless prior arrangements have been made with the hotel's Front Desk.

### Lakeview Resort Gimli

10 Centre Street  
(at Lake Winnipeg)  
Gimli, MB R0C 1B0

Phone: 1-877-355-3500 or 204-642-8565

Fax: 204-642-4400

Website:

<http://lakeviewhotels.com/gimliresort>

## Refund Policy:

- ◆ Up to **Friday, February 10**: full refund
- ◆ After **Friday, February 10**: no refund

## Meals:

### The Registration fee of \$210.00 includes:

- ◆ Wine & cheese reception following the workshops on Thursday evening.
- ◆ Lunch on Friday.
- ◆ Banquet Supper on Saturday night.  
(Additional tickets will be available for \$25)

Please note on the registration form any special dietary needs you have so that we can provide advance notice to the caterers.

All other meals are not included in the price.

## Scent-Free Policy:

In response to the health concerns of our members and staff, CUPE has implemented a Scent-Free Policy at all of our workshops. Scented products such as hair spray, perfume, and deodorant can trigger reactions such as respiratory distress and headaches. Facilitators and participants are asked to refrain from using scented products while attending our workshops and meetings. Thank you for your co-operation.

## Code of Conduct:

All participants are advised that a high standard of trade union behaviour is expected of them. All forms of harassment are unacceptable. The CUPE Education Rep will deal with incidents fairly and reserves the right to send participants home for inappropriate behaviour or non-attendance at classes. Locals will be advised, should this occur.

# 2017 Winter School COURSE DESCRIPTIONS

Choose one course from the following four courses and remember to make a second choice, too.

## COURSE #1

### BUILDING A STRONG LOCAL UNION

*Corina Crawley*  
*CUPE Workshop Designer/Educator (Ottawa)*  
&  
*Liz Carlyle*  
*CUPE Representative*

With the right vision, your local can be stronger. This workshop covers:

- issues, problems and solutions that are relevant to your local
- strategies for making your local more inclusive
- an action plan to strengthen your local



## COURSE #2

### WOMEN SPEAKING UP

*Sheree Capar*  
*CUPE Representative*  
&  
*Marilyn Mottola*  
*CUPE Representative*

Feel more comfortable “speaking up” in different situations – speeches, meetings and one-on-one communication. In this workshop you will:

- know what makes a speech or presentation effective
- learn and practice tips for dealing with nervousness
- prepare an outline for a speech or presentation
- gain experience speaking in front of a supportive group

**NOTE: This workshop is open to members who identify as women.**



***“Education is the most powerful weapon  
you can use to change the world.”***

*Nelson Mandela*

# 2017 Winter School COURSE DESCRIPTIONS (cont'd)

## COURSE #3

### STEWARD LEARNING SERIES

*Bob Caithness*  
*CUPE Member Facilitator*  
&  
*Margaret Schroeder*  
*CUPE Member Facilitator*

Calling all stewards! This series recognizes that the steward has an important role to play in a number of areas in the workplace and the union. It provides an opportunity to explore a number of topics – all from a steward's point of view.

This Winter School presents the following modules from the Steward Learning Series:

- Creating Gender Equality
- Creating Harassment-free Workplaces
- What Stewards Need to Know about Health and Safety
- Disability Issues for Stewards
- Creating Accommodation-friendly Workplaces

**Pre-requisite:** In order to register, you need to have taken the 9-hour Introduction to Stewarding workshop.

Please bring your Collective Agreement, your Steward Handbook and your Steward Learning Series passport if you have one.

**Participants are expected to attend for the full duration of all 5 modules, even if they have previously taken a module(s).**



## COURSE #4

### SAYING “NO” TO HARASSMENT & COMBATting WORKPLACE BULLYING

*Sherri Morgan*  
*CUPE Representative*  
&  
*Gina McKay*  
*CUPE Member Facilitator*

What is harassment? How do we recognize that a behavior constitutes harassment? What are the effects of harassment and what can the union do about it? This workshop will help you understand:

- what harassment is
- how to handle complaints
- how to use contract language, education, and workplace policy to prevent harassment

Bullying hurts everyone. As union members, we have a role to play in combatting workplace bullying. You will learn about:

- what bullying is
- how bullying hurts everyone
- how not to be a bystander
- how the union can make a difference



# 2017 Winter School AGENDA

## Thursday, February 23

Registration	6:00 – 7:00 p.m.
Opening Session	7:00 – 8:00 p.m.
Workshops	8:00 – 9:00 p.m.
Wine & Cheese Reception (Cash Bar)	9:00 – 12:00 midnight

## Friday, February 24

Workshops	9:00 – 12:00 noon
Lunch (provided) & Speaker	12:00 – 1:30 p.m.
Workshops	1:30 – 4:30 p.m.

***EVENING FREE***

## Saturday, February 25

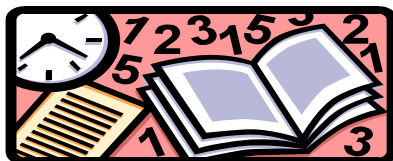
Workshops	9:00 – 12:00 noon
Lunch ( <i>Participants are on their own</i> )	12:00 – 1:30 p.m.
Workshops	1:30 – 4:30 p.m.

### ***BANQUET***

Cocktails (Cash Bar): 6:30 p.m.  
Dinner: 7:00 p.m.  
Followed by Dance until midnight

## Sunday, February 26

Workshops	9:00 – 11:00 a.m.
Closing Session & Adjournment	11:00 – 12:00 noon



# 2017 Winter School REGISTRATION FORM

CUPE Local # \_\_\_\_\_

Name \_\_\_\_\_

Home Address \_\_\_\_\_

\_\_\_\_\_

City/Town \_\_\_\_\_

Postal Code \_\_\_\_\_

E-mail \_\_\_\_\_

Cell Phone \_\_\_\_\_

Home Phone \_\_\_\_\_

Work Phone \_\_\_\_\_

## Course Selection

We will do our best to ensure you are enrolled in the course of your choice. However, each course enrolment is limited and registration will be on a first-come, first-served basis.

**Please give us your second choice, too.**

Choices:	1st	2nd
Course #1 - Building a Strong Local Union	<input type="checkbox"/>	<input type="checkbox"/>
Course #2 - Women Speaking Up	<input type="checkbox"/>	<input type="checkbox"/>
Course #3 - Steward Learning Series <i>(Introduction to Stewarding is a pre-requisite.)</i>	<input type="checkbox"/>	<input type="checkbox"/>
Course #4 - Saying "No" to Harassment & Combatting Workplace Bullying	<input type="checkbox"/>	<input type="checkbox"/>

## Special Needs

Do you have any special dietary needs/food allergies?

Yes     No    If yes, please specify:

\_\_\_\_\_

\_\_\_\_\_

Do you have any special access, mobility, or other health needs?

Yes     No    If yes, please specify:

\_\_\_\_\_

\_\_\_\_\_

## Winter School Registration Fee

**\$210.00** per participant.

Your registration fee **MUST** accompany your registration form.

### Make cheques payable to: CUPE

Mail a copy of the completed form and cheque to:

Erika Iliant  
 CUPE Manitoba Regional Office    Ph. 204-942-0343  
 703-275 Broadway    Fax: 204-956-7071  
 Winnipeg, MB R3C 4M6    E-mail: eiliant@cupe.ca

Locals may also pre-register their members online on the CUPE National website: [www.cupe.ca](http://www.cupe.ca).  
 Please note that registrations will not be finalized until payment is received in the Manitoba Regional Office.

**REGISTRATION DEADLINE: Jan 27, 2017**

### OFFICE USE ONLY:

Date Paid: \_\_\_\_\_

Cheque #: \_\_\_\_\_

**Locals are responsible for booking their delegates' accommodations at the Lakeview Resort Gimli.  
 Call 1-877-355-3500 or 204-642-8565 and quote Group Name: "CUPE Winter School 2017".**

**2017 Winter School  
CUPE MANITOBA BURSARY  
for a Small Local or Local in Financial Need  
APPLICATION FORM**

Local #: \_\_\_\_\_ Local Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone #s Cell: \_\_\_\_\_ Home: \_\_\_\_\_ Work: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Delegate's Name: \_\_\_\_\_

Course Applying For: \_\_\_\_\_

**General Information:**

1. Number of Members: \_\_\_\_\_
2. Has your Local received a CUPE Manitoba Bursary in the past?  
 Yes  No If so, when? \_\_\_\_\_
3. Has the delegate attended Winter School or the Russell Weeklong School before?  
 Yes  No If so, when? \_\_\_\_\_

**Financial Circumstances:**

Please comment on your Local's financial circumstances (i.e. total cost of sending a delegate, transportation, lost wages, registration, etc.). **Please include a copy of your latest Trustees' Report for the CUPE Manitoba Education Committee's information.**

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Signature of Local President: \_\_\_\_\_

Send applications by mail, fax or e-mail to:

CUPE Manitoba  
704-275 Broadway  
Winnipeg, MB R3C 4M6  
Phone: 204-942-0343 Fax: 204-956-7071 E-mail: [cupemb@cupe.mb.ca](mailto:cupemb@cupe.mb.ca)

**Deadline for Application is January 27, 2017**



## **DEADLINES:**

**REGISTRATION: Jan 27, 2017**

**BURSARY APPLICATION: Jan 27, 2017**

**ACCOMMODATION: Jan 27, 2017**  
(Quote CUPE Winter School 2017)

## **REFUND POLICY:**

- ◆ up to **Friday, Feb 10, 2017**: full refund
- ◆ after **Friday, Feb 10, 2017**: no refund