



2020

# Manitoba Winter School

Sponsored by:

*Union Education Branch  
and CUPE Manitoba*

Lakeview Gimli Resort &  
Conference

10 Centre Street

Gimli, Manitoba

February 20-23, 2020

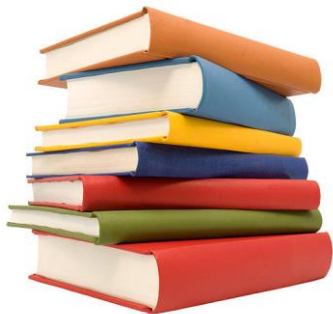
# Manitoba 25<sup>th</sup> Annual CUPE Winter School

## 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 to confirm your registration.

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 may assign participants to their second choice of workshop.



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

## 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:**

Wally Skomoroh  
703-275 Broadway  
Winnipeg, MB R3C 4M6

Phone: (204) 942-0343

Fax: (204) 956-7071

E-mail: [wskomoroh@cupe.ca](mailto:wskomoroh@cupe.ca)

**Deadline for Bursary Applications is January 20, 2020**

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

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

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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)

# 2020 Winter School INFORMATION

## Accommodation:

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

Rooms have been block-booked at the Lakeview Gimli Resort & Conference.

**Please make reservations directly with the hotel prior to January 20, 2020** to take advantage of this block-booking.

Please quote Group Name: **CUPE Winter School 2020** when reserving your room.

### Rates:

- ◆ Single Occupancy: \$119.00
- ◆ Double Occupancy: \$99.00

*\*\*Room upgrades are complimentary based on availability.*

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

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 Gimli Resort & Conference**

10 Centre Street  
Gimli, Manitoba  
R0C 1B0

Toll-Free: 1-877-355-3500

Phone: 204-642-8565

Fax: 204-642-4400

Website: <https://lakeviewhotels.com/gimli/>

## Refund Policy:

- ◆ Up to **Friday, February 5:** full refund
- ◆ After **Friday, February 5:** no refund

## Meals:

### **The Registration fee of \$235.00 includes:**

- ◆ Wine & cheese reception following the workshops on Thursday evening.
- ◆ Lunch on Friday.
- ◆ Banquet Supper on Saturday night.  
(Additional tickets will be available for \$40 cash or cheque)

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

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.

# 2020 Winter School COURSE DESCRIPTIONS

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

## COURSE #1 BARGAINING

*Ric McAlpine, Morgan Chagnon and Kelli Howell*

### How Bargaining Works

- This module can be added to other parts of the Bargaining Education Program. It covers the legal framework for collective bargaining and where we get our power as a union.

### Analyzing your Collective Agreement

- In this workshop, the local executive:
  - analyzes their contract and identifies gaps;
  - learns about the Collective Agreement Information System (CAIS) and the importance of using clear language

### At the Bargaining Table

- This workshop gives bargaining committee members the training they need, when they need it, so they can get the best deal possible for their members. It is delivered by the national servicing rep and happens in stages throughout negotiations. The workshop explores how to work effectively in caucus, as well as at the bargaining table.

Please bring a copy of your Collective Agreement



## COURSE #2 ADVANCED HEALTH AND SAFETY LEARNING SERIES

*Stephen Terichow Parrot and Sue Roth*

### Understanding Mental Injuries at Work

- New forms of work, job insecurity, work intensification, high demands, violence and a resulting poor work-life balance are resulting in psychosocial and mental health problems in CUPE workplaces. This module focuses on the workplace as the cause of mental health issues, and not the individual. Discuss strategies and actions that actually help make workplaces psychologically healthier and safer.

### Ergonomics

- This module looks at the musculoskeletal injuries in the workplace, such as strains and carpal tunnel syndrome, the risk factors and the employers' obligations to prevent these types of injuries.

### Law and Orders

- This module covers the basic origins of health and safety law, how to find, read and interpret relevant sections of law and highlights some of the more important aspects of the specific health and safety law that applies to you.

### Recommendations and Notetaking

- Learn how to take notes at committee meetings and prepare recommendations.

### Violence Prevention

- This module examines the risk factors that lead to violence in the workplace, and the employer's obligations to prevent workers from being injured by violence while at work. We examine relevant health and safety law and start to develop strategies to make our workplaces safer.

In order to register, you must have completed the 9-hour Introduction to Health and Safety workshop.

Please bring your Health and Safety Learning Series Passport, if you have one.



# 2020 Winter School COURSE DESCRIPTIONS

## COURSE #3 ADVANCED STEWARD LEARNING SERIES

*Dale Edmunds and Bob Caithness*

### Duty of Fair Representation

- Learn about where stewards get their authority in the workplace, the duty of fair representation and other labour laws that cover the workplace.

### Representing Members in Front of Management

- This module equips stewards to be proactive when meeting with management. Learn tips for effective meetings and build confidence by practicing meeting situations.

### Taking on Privatization

- Learn about different forms of privatization in CUPE workplaces, how it impacts our members, services and the public, and what stewards can do about it.

### Conflict Skills for Stewards

- Unresolved workplace conflict is stressful and weakens the union. Learn about the sources of workplace conflict and how to choose a response that fits the situation. Practice conflict communication skills that will help you resolve conflict at work and in the union.

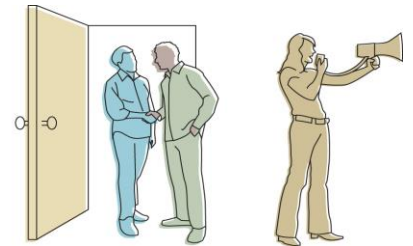
### Psychologically Safe Workplaces

- What is a psychologically health and safe workplace? Learn to identify the psychological hazards in a workplace, and the role of the steward in eliminating psychological hazards.

In order to register, you **must** have completed the 9-hour Introduction to Stewarding workshop.

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

Please bring your Collective Agreement, Local Bylaws, Steward Handbook and Steward Learning Series Passport



## COURSE #4 UNDERSTANDING EQUITY

**(Note: This workshop is open to members who identify as women.)**

*Sheree Capar and April McDonald*

### Women Breaking Barriers

- Learn about women's oppression, politics and social change – all from a woman's perspective. Explore the barriers, challenges and opportunities for women in the union. Discover your own personal leadership style and develop a plan for your personal next step.

### Challenging Sexism in the Workplace

- Reflect on sexism and its social and economic impact. Learn ways to challenge sexism in the workplace and protect members' rights.

### Women Speaking Up

- 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.



In order to register, you **must** have completed the 9-hour Introduction to Stewarding workshop.

Please bring your Collective Agreement, Local Bylaw, Steward Handbook and Steward Learning Series Passport

# 2020 Winter School AGENDA

## Thursday, February 20

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 21

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 22

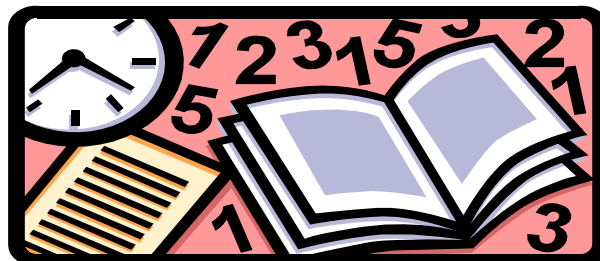
Workshops	9:00 – 12:00 noon
Lunch ( <i>Participants are on their own</i> )	12:00 – 1:30 p.m.
Workshops	1:30 – 4:30 p.m.

***BANQUET***

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

## Sunday, February 23

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



# 2020 Winter School REGISTRATION FORM

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

Name \_\_\_\_\_

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

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

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

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

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

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

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

## 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:

\_\_\_\_\_  
\_\_\_\_\_

## 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 - Bargaining	<input type="checkbox"/>	<input type="checkbox"/>
Course #2 - Advanced Health and Safety Learning Series	<input type="checkbox"/>	<input type="checkbox"/>
Course #3 - Advanced Steward Learning Series	<input type="checkbox"/>	<input type="checkbox"/>
Course #4 - Understanding Equity	<input type="checkbox"/>	<input type="checkbox"/>

## Winter School Registration Fee

**\$235.00** 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:**

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

**Please note that registrations will not be finalized until payment is received in the Manitoba Regional Office.**

**REGISTRATION DEADLINE: Jan 20, 2020**

### OFFICE USE ONLY:

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

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

**Locals are responsible for booking their delegates' accommodations at the Lakeview Resort & Conference Centre, Gimli.  
 Call 204-642-8565 and quote Group Name: "CUPE Winter School 2020".**

**2020 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:

Annalyn Jimeno  
703-275 Broadway  
Winnipeg, MB R3C 4M6  
Phone: 204-942-0343 Fax: 204-956-7071 E-mail: [ajimeno@cupe.ca](mailto:ajimeno@cupe.ca)

**Deadline for Application is January 20, 2020**



## **DEADLINES:**

**REGISTRATION: Jan 20, 2020**

**BURSARY APPLICATION: Jan 20, 2020**

**ACCOMMODATION: Jan 20, 2020**  
(Quote CUPE Winter School 2020)

## **REFUND POLICY:**

- ◆ up to **Friday, Feb 5, 2020:** full refund
- ◆ after **Friday, Feb 5, 2020:** no refund