



General Information

AFT Northwest Leadership Forum is a leadership training program, co-sponsored by AFT-Oregon, AFT Washington, OFNHP and OSEA. It focuses on subjects essential for development and maintenance of dynamic and effective Locals and the Union as an institution.

VANCOUVER HILTON

The Vancouver Hilton is located in the heart of downtown Vancouver, Washington, at 301 W. 6th Street.

ROOM RESERVATIONS

For hotel reservations, call: 1-800-HILTONS. Vancouver Hilton is offering special room rates per night (single or double occupancy) of \$119 (+tax) for two double beds, or \$129 for king bed. Add \$10 per night for each additional person. Maximum occupancy is four people per room. *Parking and internet included!* **Reservations must be made directly with the hotel by June 19,** in order to receive this special group discount. Mention "AFT Northwest Leadership Forum" when you call.

REGISTRATION

Register online at: www.aft-oregon.org, or wa.aft.org. Mail in your registration fee by June 30, to AFT NW Leadership Forum, AFT-Oregon, AFT, AFL-CIO, 7035 SW Hampton St., Tigard, Oregon 97223. Make checks for the \$100 registration fee per participant payable to AFT-Oregon.

Registration deadline is June 30. Cancellations received by June 30, will be refunded at 50 percent. No refunds for cancellations after June 30, or for "no shows." **Please note: The hotel reservation deadline is June 19.**

Space will be filled according to the fee payment postmark date until the limit is reached. **Please coordinate your participation through your Local.**

COSTS

Registration is \$100 per participant. The registration fee covers the cost of materials, breaks and some meals. Lodging, travel and other expenses are the responsibility of the participants and/or their Locals.

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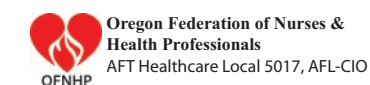


The Union Beyond Today's Struggles

Staying Strong ❖ Leading Smart



July 11-14, 2013
at the
Vancouver Hilton,
Vancouver, Washington



Program Agenda

The Union Beyond Today's Struggles Staying Strong ❖ Leading Smart

Thursday, July 11, 2013

**10:00 a.m.-
5:00 p.m.** Registration

**1:30 p.m.-
4:30 p.m.** **Thursday Seminars**
❖ Bargaining for Health Care Benefits
❖ Communications in a Digital Age
❖ Developing Worksite Leader Systems
❖ How to Make Sure Our Unions are Inclusive
❖ Treasurer's Training
(Dinner on own)

7:00 p.m. Reception

Friday, July 12, 2013

8:00 a.m. Breakfast

9:00 a.m. **Courses Commence**
❖ Advanced Grievance Administration
❖ Building a Political Powerhouse
❖ Community and Member Engagement
❖ Contract Campaigns
❖ Introduction to Negotiations
❖ Union 101
❖ Union Leadership Skills

Noon Lunch

**1:30-
4:00 p.m.** Courses Continue

(Dinner on own)

**7:00-
8:00 p.m.** **Friday Seminars**
❖ Communications Q&A
❖ Duty of Fair Representation
❖ Part-time Faculty Organizing
❖ Understanding Just Cause

Saturday, July 13, 2013

8:00 a.m. Constituency Breakfast

9:00 a.m. Courses Continue

Noon Lunch

1:30-4:00 p.m. Courses Continue

8:00 p.m. Union Movie Night

Sunday, July 14, 2013

8:00 a.m. Breakfast

9:00 a.m. Courses Continue

11:30 a.m. Wrap-up

Noon Box Lunch

(Appropriate breaks will be given throughout program)

Courses: Select one of the following courses, which will run from Friday Morning through Sunday Morning.

Advanced Grievance Administration

Are you ready to go beyond the first step of your grievance process? Do you feel confident in the thoroughness of your investigation? Have you gotten the facts right and feel ready to present them with clarity to a higher authority? Have you prepared the grievant(s) and any witnesses you may need? Do you understand the procedures you must follow to ensure proper treatment at the next levels? Have you considered the organizing potential of the grievance? This course will help you approach these challenges with confidence as the stakes go higher for your members. Participants should have experience and/or training at the first level of grievance handling and should bring copies of their local/chapter grievance procedure and forms to the session.

Building a Political Powerhouse

More than ever, politics affects our lives and our job environments. An effective political action program can make the difference in enacting desirable legislation and in electing public officials who support our members and our issues. This course will cover elements that go into building an effective political program, such as communicating with members about politics, engaging them in your political program, mobilizing members around elections and legislative issues, and raising funds for political action. Participants will engage in hands-on practices that will develop their skills and introduce them to techniques used to build a strong political program.

Community and Member Engagement: Our Survival is at Stake

We know we need more power, and that if we continue to "go it alone" the labor movement is likely to die a slow death. Labor and community share goals but we don't work together to increase our collective power to realize those goals. Now is the time to build and sustain long-term relationships based on mutual respect and trust for educational and social justice and for democratic voice. Come learn how to map your power and your community, develop a message that communicates your values, motivate and mobilize your members, conduct one-on-one meetings, and structure community engagement at your local so that it strengthens all of your work.

Contract Campaigns: Why a Contract Campaign?

Maximizing our ability to make gains for our bargaining unit members and those our members serve is the goal of a contract campaign. A contract campaign engages our members and other stakeholders in mobilization activities tied to our bargaining strategy. This course will cover contract campaign planning, member involvement and actions, community support, communications strategies and innovative bargaining activities. By the end, your local will have a contract campaign plan.

Introduction to Negotiations

If you want to understand why and how bargaining works from start to finish, this program is for you. Learning by doing is this course's key feature. It is an approach that prepares you to be a full player in the bargaining process, from developing initial proposals and selecting the team to reaching a settlement. Participants will learn to use surveys and past grievances to generate bargaining proposals; cost out proposals; identify and act appropriately during the different stages of bargaining; write bargaining proposals; put together a team and work like one; and develop both an inside and outside strategy for getting the best deal. This course is most useful to those with no experience or who are involved in their first bargaining situation.

Union 101: Union and Leadership Basics

Do you know what Robert's Rules are? Are you unclear about what a union steward or officer is really supposed to do? Are you still using telepathy to communicate with your members? Put your money on UNION 101. This course is designed to provide you with the necessary tools to become an informed and active Local leader. Participants will learn how to build and maintain a productive relationship with management; understand the function of local, state and national levels of the union; and develop a plan to create or expand member involvement in the Local.

Union Leadership Skills

Leadership in today's difficult economic and political environment is especially challenging. This program enables you to develop the skills and knowledge to make you more effective, and your role more manageable and rewarding. Participants will learn how to identify personal leadership strengths; understand specific constructive and destructive leadership behaviors; improve effectiveness in empowering and inspiring others; and implement best human and financial management practices in the Local. This course is intended for newly elected or appointed leaders, stewards, prospective leaders and newer staff from all AFT constituency groups.

Seminars: The Forum will feature short seminars on Thursday afternoon and Friday evening to help leaders brush up on skills, or to give introduction on a variety of subjects.

Thursday Afternoon Seminars

Bargaining for Health Care Benefits

In the aftermath of the Supreme Court decision and the 2012 elections, healthcare reform is moving forward with speed. Healthcare exchanges will be open for business in 2014, and bargainers will find themselves navigating a new healthcare landscape. This workshop will give an overview of the Affordable Care Act, its potential impacts on members' health insurance, and the law's implications for healthcare providers and the U. S. healthcare system as a whole. It will focus on practical strategies for collective bargaining in the wake of healthcare reform. We will discuss the kinds of surveys and information requests that can help locals craft their strategy for post-Affordable Care Act bargaining, and the kinds of resources that can support locals in their decision-making.

Communications in a Digital Age

In this day and age, more people are getting their information through digital devices. But using technology is a means to an end: making our union stronger. As a leader in your union, you have a variety of resources available to you to keep the lines of communication open with your members. In this workshop, you'll learn about how you can create a website through AFT's StateWeb program, enhance your organizing through the Salsa Commons advocacy program, utilize social media tools such as Facebook or Twitter to inspire members, use newsletter templates to create a local newsletter, and learn about tools you can use for surveying your members about important issues. *(Participants are encouraged to bring wi-fi compatible laptop for segment on stateweb training)*

Developing Worksite Leader Systems

Whatever title the Local uses – building rep, fed rep or other, the role of worksite reps (stewards) has never been more critical as we try to mobilize every one of our members. But finding and retaining good reps continues to be a struggle. In this workshop, we will explore a promising, "systemic" approach to rejuvenating our worksite rep efforts and creating true worksite leaders. We will also discuss steps state federations might take to become involved in improving local worksite leader systems.

How to Make Sure our Unions are Inclusive

Our local unions are filled with members from all kinds of backgrounds, places and walks of life. In this workshop you will learn how to ensure that your local union is a welcoming and engaging organization. We will give you strategies to help you ensure that your local embraces the breadth of values, perspectives and energy of all of the members.

Treasurer's Training

Participants will explore aspects of union financial officer duties, responsibilities and activities. This hands-on seminar will focus on skills and tools for tracking spending, reporting regularly to the Local Executive Board, and completing audits. Since treasurers often maintain membership records, the seminar will also emphasize skills and practices for putting the best information in to get the most out of AFT's Membership Suite, the Affiliate Toolkit Workspace, and EZ-Update.

Friday Evening Seminars

Communications Q&A

Need personal assistance to set up, or to gather more information about your Local's Facebook, Twitter, or Stateweb account? Or, do you have questions about how to create or improve a Local communications plan? This seminar gives participants an opportunity to meet one-on-one with experienced communications staff to address needs particular to their Local communications program.

Duty of Fair Representation

What is it? Should you care? If Local leaders have difficulty explaining it, this review is a necessity. Participants will learn the basis for the requirement, and explore best decision-making and action practices to withstand assertions and charges of "failure to represent." The union is obligated to represent everyone in the bargaining unit equally and violations of Duty of Fair Representation can be serious.

Part-Time Faculty Organizing

Adjunct faculty make up a large percentage of the workforce at community and technical colleges, and yet many are unaware of and thus not involved or active in their local unions (their greatest ally!). This workshop will focus on adjunct faculty organizing and, by incorporating a few helpful tips, adjuncts can begin to answer questions like: How do we increase our membership in the union? And, how do we engage, let alone find, other adjuncts on campus? By the end of the workshop attendees will have two- three next steps that they can take back to their locals and start working immediately to grow adjunct faculty presence in their union.

Understanding Just Cause

"Just cause" isn't "just cuz." This widely used term (and its widely used variations) is common in one form or another in collective bargaining agreements. Understanding what it means and how it works can save hours of time, discussion and debate among Local leaders and members. It's a term of art related to the circumstances in question. Participants will learn a framework for just cause analysis to help guide decision-making processes when confronted with a "just cause" question.