

The Role of the Staff Rep.

1. Knowing

- understand the collective agreement
- know how to search the collective agreement
- provide advice and assistance to individual members as needed

2. Preventing

- ensure that every member receives their right to representation and to due process
- take action immediately when you see a contract violation
- plan your meeting strategy before going into any meeting with a principal
- seek the member's agreement and co-operation on strategy
- be watchful that the member does not jeopardize her/his rights

3. Identifying

- ask questions
- gather all relevant facts

4. Recording

- take note of member concerns
- take notes in any meeting with administration
- build a paper trail
- provide advice and assistance to members as needed

5. Supporting and Advocating

- listen and offer support
- keep in touch with the teacher
- ensure the teacher is informed of all the late-breaking news
- offer encouragement and advice about future options
- speak for the school members at meetings (school, Local and district)

6. Informing

- communication link and source of information between the local leadership and members
 - keep members informed about BVTU and BCTF issues
 - inform Local about school issues
- distribute BVTU and BCTF material to teachers

Five facts you might not be aware of

1. The Staff Rep. is the peer of the Principal in matters related to the interpretation and application of the collective agreement in the school.
2. The rights and responsibilities of the Staff Rep. are firmly grounded in the collective agreement, in statute and in arbitration jurisprudence.
3. The collective agreement was not imposed by the union on the employer, but represents the mutually agreed-to terms and conditions of employment for teachers in the district.
4. The union has a legal obligation to fairly represent the members of the bargaining unit.
5. The grievance procedure is an appropriate way of resolving disputes between employees and employer.

Communication

