

BASIC STEWARD TRAINING SESSION

PRAIRIE / NWT REGION

BASIC STEWARD TRAINING

March 8-9-10, 2012

(2 & ½ days)

Location: Delta Edmonton Centre Suite Hotel, 10222 - 102 Street, Edmonton. Alberta

MAXIMUM = 20 participants

The PIPSC Edmonton Office will be presenting a Basic Training course on Thursday, March 8, 2012 starting at 08:30 a.m. and continues through Saturday, March 10, 2012 concluding at Noon. Travel should be arranged so that you are able to attend the entire session.

Please note: in order to attend this course, you must have already submitted your "Steward Application" to Mona Tilhoff at the National Office. If you would like to complete a Steward application form, please go to the link below. Upon completion, please fax your application to Mona at (613) 228-9048 or 1-800-465-7477.

<http://www.pipsc.ca/portal/page/portal/website/stewards/forms/application.en.pdf>.

By the end of the training session participants will have:

- reflected on the purpose of unions in the workplace and in Canadian society as a whole and on the reasons why they became active in the union;
- developed a better understanding of their role as steward;
- familiarized themselves with the structure and internal functioning of the Institute;
- been provided with an overview of problem-solving resources available to help address issues of concerns to the members they represent;
- and identified strategies and approaches to help build the union presence in their respective workplace.

Expenses Reimbursement: The usual rules regarding hotel accommodation, meals, travel expenses and salary

reimbursement will apply. The PIPSC Travel Policy can be located on-line at: www.pipsc.ca.

We will contact you to confirm your registration and to give you further details regarding the training session.

If you have any further questions, please contact the Edmonton Office at (780) 428-1347 or 1-800-661-3939, Ext. 3421.

Note: Priority will be given to new stewards who haven't yet received the training.

Prashila Chand
Office Administrator
PIPSC Edmonton Office

Application Form

P.I.P.S.C. TRAINING SESSION (2012)

Prairie/NWT Region

REGISTRATION FORM

BASIC STEWARD TRAINING

NAME:	
HOME ADDRESS:	
HOME EMAIL:	HOME PHONE:
DEPARTMENT:	GROUP:
WORK ADDRESS:	
WORK EMAIL:	WORK PHONE:

Travel Arrangements

1. Upon confirmation of acceptance, you are asked to phone BCD Travel at 1-866-768-7624 or (905) 507-0119 to make your flight arrangements if required.
2. If it's more convenient for you to drive, and it's more than 500km each way, please advise the PIPSC Edmonton Office so that prior approval may be obtained from finance.
3. PIPSC Edmonton Office will arrange your hotel accommodation. Please indicate your requirements below.

Yes, please make a hotel reservation for me on the following nights listed below:

Wednesday

Thursday

Friday

No, I do not require a hotel reservation

Please submit this form prior to February 3, 2012 to:

PIPSC Edmonton Office

Suite 1700, 10020 - 101A Ave, Edmonton, Alberta T5J 3G2

Phone: (780) 428-1347 or 1-800-661-3939

Fax: (780) 426-5962 or 1-800-856-4963

Email: pchand@pipsc.ca