



**Alberta Federation of Labour
Canadian Labour Congress**
60 Years of Labour Education



Canadian Labour Congress
Congrès du travail du Canada

2012 Annual School

The Fairmont Jasper Park Lodge

Week 1:
(Monday - Saturday)
January 16 - 21

Week 2:
(Sunday - Friday)
January 22 - 27



ALBERTA FEDERATION OF LABOUR

10654 - 101 STREET
EDMONTON, AB T5H 2S1

REGISTRAR: LINDA ROBINSON
PHONE: 780-483-3021
OR 1-800-661-3995

FAX: 780-484-5928
EMAIL: lrobinso@afl.org or afl@afl.org
WEBSITE: www.afl.org

REGISTRATION FEES:

Single \$1510, Double \$1260, Delegate & Partner \$2315 (partner not attending classes),

Local resident \$850, Youth 6-18 years \$450, 5 years & under-no charge,

CLOSING DATE FOR REGISTRATIONS - December 9th, 2011

60 Years of Quality Union Education

A message from Gil McGowan, President, Alberta Federation of Labour

Dear Sisters and Brothers:

Once again we are offering an important opportunity to your local union's yearly agenda. The 2012 AFL/CLC School represents our 60th year of offering week long educational opportunities. The 2012 School is also the kickoff for our 100th anniversary celebrations. This is a year not to be missed.

Nothing builds a strong union like educated, empowered and energetic members. The opportunity for us to meet activists from other unions and from across the province is an opportunity not available in other venues. It gives us a chance to share information and ideas, discuss common concerns and to build friendships. These bonds follow us into the labour community and have helped to build the strong movement we are a part of.

As your members enjoy the Rockies, and the excellent setting provided, they also gain important skills, knowledge and strategies that will benefit the work they do on the shop or office floor. In whatever class they enrol in, the skills and knowledge gained over the next week will better prepare them for the challenges we all face as members of the labour movement in Alberta.

The AFL/CLC School is where a strong unions join together to strengthen each other. I hope you and your brothers and sisters will be a part of it.

Come to Jasper this January. I guarantee you will learn, enjoy yourself and come away more confident and more connected to the labour movement across the province.

Yours in Solidarity,
Gil McGowan, President
Alberta Federation of Labour

Labour Education Makes a Difference

A message from Ken Georgetti, President, Canadian Labour Congress

Dear Sisters and Brothers:

I wish you well at the upcoming CLC/AFL Alberta Winter School. It is themed around 100 years of labour history in Alberta and a rich history it is. The labour movement has always worked both for the benefit of its members and for the common good. Our past struggles to win Employment Insurance and workplace safety for our members, as well as our efforts to achieve public health care provide just a few examples of how the labour movement has made life better for all Canadians.

Our recent campaign to guarantee security to retirees by improving the Canada Pension Plan is another such example. Unfortunately, the government of Alberta has opposed us and lined up with the financial institutions and insurance companies who want to profit by managing our retirement funds and charging obscenely high management fees to do it. We are not going to let this happen, even though the Conservative governments in Alberta and Ottawa are opposing us. I invite you to continue in your efforts to advocate for the CLC's retirement security campaign. You can find out how to get involved at www.canadianlabour.ca

We know that workers are under increasing attack in Canada. We have only to look at how the federal government dealt with workers in their disputes with Air Canada and Canada Post in June 2011. The drive to take away defined benefit pension plans is gathering

steam. This race to the bottom could prevent workers from being able to retire in dignity after a lifetime of employment and it will have an even greater effect on younger workers trying to save for their retirement down the road.

We in the labour movement have been framed by our opponents, who attack unions even while shameless right-wing governments give to the greedy and not the needy in our society. We have to get talking to our friends, to our families, to our neighbours. One of the main themes at the CLC convention in Vancouver in May was about how we must change our public image. We can do that through the use of social media as well as traditional media, and we can fight off the assault from both right-wing governments and employers at the same time. I'm asking you to become even more involved through your union and in your workplace to communicate our message.

Schools like this one provide you with an opportunity to hone your skills and knowledge so that you can be more effective in all that you do. What you learn here will make all of us stronger. Together, we can ensure that the labour movement remains a beacon of hope for progressive change in our country.

In solidarity,
Kenneth V. Georgetti, President
Canadian Labour Congress

Course Selections

Week 1

Jan. 16-21, 2012
Monday through Saturday

- **Conflict Resolution**
- **Collective Bargaining**
- **Labour History:**
 Learning from our Past
- **Labour Law**
- **Advanced Health & Safety**
 (with WCB highlights)
 **Prerequisite: Basic Course*
- **Organizing for Success**
- **Parliamentary Procedure**
 and Public Speaking

Week 2

Jan. 22-27, 2012
Sunday through Friday

- **Advanced Steward Training**
 **Prerequisite: Basic Course either through CLC,
 Labour Council or equivalent*
- **Arbitration**
 **Prerequisite: Labour Law*
- **Campaign Management**
- **Duty to Accommodate**
- **Pensions**
- **PRIDE: Inside and Outside**
- **Taking the World by Storm**
 **(Globalization and the
 Environment)**



DEADLINE – Closing date for registrations

December 9, 2011; Register Early!

2011-2013 AFL Education Committee

Ivana Niblett, Chair & AFL Liaison
Meaghan McNeil, Secretary
Kevin Braun
Todd Brooks/Darcy Griffiths
Ryan Ermet
Ed Hanson
Tanice Olson

TWU
HSAA
CEP 777
CUPW
IAMAW
CUPE
UNA

Cam Sherk
Ray White
Wanda Zimmerman (alternate)
Nancy Furlong
Amanda Freistadt
Gil McGowan
Alex Furlong

UFCW
USW
UNA
AFL
CLC
AFL
CLC

Course Outlines – Week 1

January 16-21, 2012

(Monday through Saturday)

Conflict Resolution

This course provides union reps with a toolkit of strategies, tactics and skills to manage specific disputes as well as conflict in the workplace.

Managing workplace disputes and conflict



focuses on mastering coaching and communication skills, investigative techniques, documenting facts utilizing frameworks for analyzing disputes, strategies

for generating alternatives and evaluation options as well as dispute system design techniques. After this course, representatives will be able to:

- Describe a continuum of dispute resolutions options, evaluate appropriate frameworks for analyzing disputes, practise techniques for effective coaching of others within their union
- Examine procedures for conducting investigations, contrast methods of generating alternatives and evaluating options or solutions demonstrate various communication skills, and identify techniques to deal with systemic conflict.

Advanced Collective Bargaining

Prerequisite: Weekend collective bargaining course
Over the past decade the economic situation has changed drastically in our society.

This change has created the need for new collective bargaining strategies and priorities.

This course is designed for negotiators entering into collective bargaining for the first time.

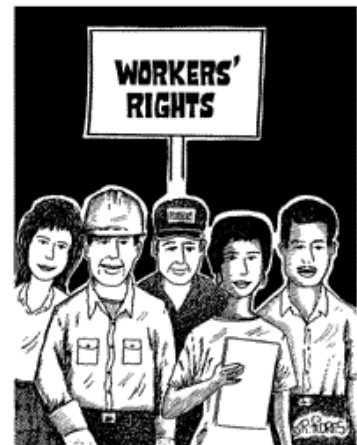
Please bring a copy of your collective agreement and a calculator.



Labour History: Learning from our Past

The *real* history of Canada has more to do with the daily struggle of workers and their families than with prime ministers, politicians or the wealthy few.

- Find out what you never learned in school about the triumphs, sacrifices and tragedies that built the Canadian labour movement.
- Learn how union activists in the past dealt with hostile employers, media and governments.
- Appreciate your inheritance so that you can preserve it and improve it.
- Understand where we are going by knowing where we have been!



Labour Law

Labour College of Canada Accreditation – course requires extensive reading and preparation at the school.



This course presents an overview of labour legislation and its impact on the strategies and actions of unions. Among the topics to be explored are: certification and dispute settlement procedures; unfair labour practices; the duty to bargain in good faith; strikes, lockouts and picketing; the duty of fair representation; management and union rights; and grievance arbitration law. Students who take this course will attain a good understanding of the basic principles underlying Canadian labour law and the specifics of labour legislation.

Advanced Health and Safety (with WCB Highlights)

Prerequisite: Basic health and safety

Got the health and safety bug and want to learn more? This course is designed to provide practical tools to activists with some basic knowledge of health and safety activism. The course demystifies the details of health and safety. Students will learn on-the-shop-floor skills in a variety of health and safety areas including:



- WCB appeals
- Reading legislation
- Chemical hazards
- Epidemiology
- Ergonomics
- Toxicology
- Workplace inspections, and
- Internet research.

Note: There will be a small charge to the participant for a copy of health and safety regulations.

Public Speaking and Parliamentary Procedure

Do you want to participate in union affairs but don't know the ins and outs of Rules of Order and Parliamentary Procedure? Demystify parliamentary procedure by taking this course. Course deals with how to run a union meeting, the duties of the chairperson, table officers and the members at large. It covers rules of order and the order of precedent for motions. It offers opportunities to practise effective public speaking skills. It is important that we develop our ability to listen, think and speak clearly. This is an excellent course for anyone active in the union, in a leadership position or someone who wishes to get involved. The public speaking component is designed to provide training and practical experience in all facets of verbal communication, including speech preparation and delivery, impromptu talks, introduction techniques, controlling nervousness and effective participation in meetings.



Organizing for Success

Organizing is something all unions need to do. Whether it is current members or new members, unions need to have engaged and supportive people in the workplace. This course is designed to provide you with the basic skills you need to organize a local.



Developed with a hands-on approach you will learn the ABCs that make up a successful drive. **Please note that a limited number of applicants will be accepted into this course.**

Course Outlines – Week 2

January 22-27, 2012

(Sunday through Friday)

Advanced Steward Training

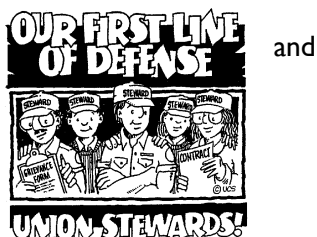
Prerequisite: Basic course through the Congress, Labour Council or union

Have you already taken the Basic Steward Training course and know there's more to learn? If you have acted in the position of Steward and have fundamental knowledge of what a Steward's job is and want to kick it up a notch, this is the course for you!

A steward's job has many roles. Encouraging membership to become activists to attend union education to develop skills and conference is an important factor.

As well, stewards need to gain the knowledge to deal with workplace issues such as Duty to Accommodate, addressing discrimination and resolution, grievance investigation and preparation and effectively building your local union.

This course will give you the tools and background to be more confident in this position. Definitely a course worth checking out! **Please bring a copy of your collective agreement, constitution and union bylaws.**



Participants will prepare arguments and summations for a mock arbitration and study actual cases and decisions.

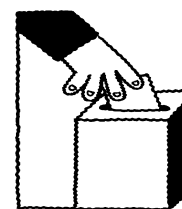
This course is to assist committee members, stewards, and local executive making decisions whether or not a grievance should go forward to arbitration and feel more comfortable in making that decision. The education goal is to increase awareness and demystify the arbitration processes, not specifically to prepare members in presenting arbitration cases.



Campaign Management

Campaigns require organizers. This course is designed to equip participants with more in-depth organizing and co-ordinating skills for campaigns.

This course will reinforce the importance of campaign strategic planning and the steps required to develop such a plan. The course will also strengthen skills in volunteer recruitment, leadership, problem-solving techniques, coalition strategies, campaign organizing and voter contact.



Arbitration

Prerequisite: Labour Law

This course is designed to give participants who have previously been through programs on basic labour law, the practical skills required to prepare and present a case at an arbitration hearing. This course is designed to train rank and file members in the preparation and presentation of arbitration cases, collection of grievance facts and research of past awards.

Duty to Accommodate

Mention "duty to accommodate" to a union activist and their eyes light up! Recent human rights decisions and aggressive case management by WCB and other insurers have left many injured workers afraid and many union activists confused (and even busier). How can we advocate for our members' rights and protect



our collective agreements? Is the return to work program in your workplace fair? How can we support our injured members when they come to us for help? This course begins with a look at various implications of being disabled in our society. Participants will develop an understanding of the fundamental legal concepts related to the implementation of the duty to accommodate. As well, participants will critically explore the principles and components of return to work programs.

Pensions

This course is intended for local activists involved in designing or negotiating pension plans. Participants will look at the income needs of retired persons and how private pensions, publicly funded plans and private savings combine to supply retirement income. In a hands-on approach, participants will use this information to construct a model of a typical pension plan and examine the strengths and weaknesses of some existing plans. Topics also include pension law, women and pensions and reforms needed in the current pension system.



Participants should bring any information pertaining to their pension plan.

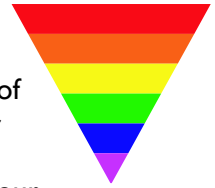
PRIDE: Inside and Outside

Participants in this course will have the rich opportunity to gain understanding on a few issues:

- Heterosexism – oppression based on the belief that heterosexuality is the norm and is therefore superior; and
 - Homophobia – fear of homosexuals(ity).
- Some of the issues surrounding the lives of individuals who are transgender and also of our Aboriginal brothers and sisters who are two-spirited will be addressed.



While this course is primarily designed to educate individuals who are **not** homosexual, all participants are welcome regardless of sexual orientation or gender identity. It is also important to note that disclosure of one's sexual orientation or gender identity is not a prerequisite. Participants can expect some humour being used throughout the course, while learning in a respectful, safe and confidential environment.



Taking the World by Storm

(globalization and the environment)

Corporate globalization directly impacts all of us at home and at work, with major effects on our communities and our natural environment. In Alberta we are continuing to focus on non-renewable energy development while the rest of the world is making the shift to green jobs and a green economy. This course will help you to learn more about the workings of multinationals. Resisting globalization is good for the health of individuals, communities and the planet. After this course,

you will understand...

- That everything and everybody is interconnected;
- How corporate strategies of multinational corporations affect diverse groups of workers and the environment and what people are doing to resist the corporate agenda and work towards ecological balance; and
- Your actions can make a difference in protecting the environment.

You will be able to...

- Assess the ecological impact of our actions;
- Make political and economic choices that build health and just communities (alternatives); and
- Develop an action plan and strategies workers can take on at the local level to resist corporate globalization.



Information for the Delegate

Jasper Park Lodge Location & Park Passes

The Fairmont Jasper Park Lodge, a unionized facility, is located five kilometers east of the Town of Jasper on the south side of the Athabasca River in Jasper National Park. **Note: Annual Park passes are \$67.70 per individual or group rate of \$136.40 per car (up to 7 individuals).** Daily passes are **\$9.80 (individual) and \$19.60 (car).**

Hotel Check-in & Check-out Times

Check-in begins at 4:00 p.m. Early arrival may result in delays in registering for rooms. Check-out time is noon.

Costs NOT covered by Registration Fee

The registration fee covers course materials, meals, gratuities, refreshment breaks and accommodations. **Delegates are responsible for their own incidentals. (telephone, internet, room service, laundry, etc.). Union merchandise is also sold at the school and raffles and donations occur throughout the week.**

Accessibility

The Jasper Park Lodge presents some challenges to those with limited mobility. Delegates are to indicate any special needs on the registration form. **Every effort will be made to provide access and specified services.**

What to Wear

Dress is casual. Please bring warm clothing and boots for outdoor activities. There is a banquet and dance held on the last evening of the school (Friday in Week 1 and Thursday in Week 2). You may wish to bring something dressier to wear to the banquet.

PLEASE NOTE:

Each class will be required to prepare a skit or song that reflects their course and present it as part of the closing banquet program.

On-site Recreational Facilities

An outdoor heated pool, sauna, hot tub, games and weight rooms are located on the lower level of the hotel. Delegates will have access to these facilities (some fees may apply). Outdoor activities include cross country skiing, downhill skiing, ice skating, tobogganing and hiking. Outdoor activities will depend on weather conditions.

Hospitality and Fellowship Rooms

A Hospitality Room and a Fellowship Room (no alcohol) are provided for delegates to use in the evenings. These rooms are provided to encourage delegates to socialize. Bring your musical instruments, games, playing cards, etc.

Child Care

Child care will be provided as per the AFL Constitution. Refer to the registration form for child care provisions. **In order to qualify, indicate your child care requirements on the registration form and submit it to the AFL by the deadline. Delegates failing to register prior to the December 9, 2011 deadline will not qualify.**

Registration Time & Location

Registration will occur from **4:00 to 6:00 pm in the main lobby of the Fairmont Jasper Park Lodge.** **WEEK ONE delegates - Monday, January 16** **WEEK TWO delegates - Sunday, January 22** If you will not arrive in time for registration please **notify the AFL office no later than noon on Monday, Jan. 6, 2012.**

Delegate Cancellation

If you are **unable to attend** the course you have been registered in it is your responsibility to **notify the AFL office no later than January 6, 2012. Cancellations after that date result in a \$100 cancellation fee.**

Course Changes

If you wish to change courses you must notify the AFL after receipt of the confirmation letter which will be mailed the week of **December 19th, 2011.**

Course Cancellations

Should a course be cancelled due to low enrollment (less than 10 participants) you will be placed in your second choice. If this is not possible you will be notified of any cancellation.

Timetable

Dinner follows registration at 6:00 pm on the opening night. A plenary session is held at 7:00 pm and class orientations take place from 8:00 to 9:00 pm. Icebreaker starts at 9:00 pm in the main foyer and ends at 11:00 pm. Classes are held daily usually from 9:00 am to 4:30 pm. Please see note on compulsory morning sessions. On the last day of school, classes run from 9:00 am to 11:00 am, followed by a closing session until noon.

Compulsory Sessions

In addition to the opening plenary session, **compulsory morning sessions are held from 8:15 am to 8:45 am** prior to classes (except Saturday during Week One and Friday during Week Two). Delegates are required to attend these mandatory sessions as part of the school.

Caucus Meetings

Caucus meetings for Women, Young Workers, Workers of Colour and Aboriginal Workers and Pride and Solidarity Workers are held throughout the week. Bring ideas and information to share. Caucuses serve as a union building and networking tool and are usually held upon adjournment or over lunch or dinner.

Delegate Conduct

The AFL and CLC try to provide a supportive working and learning environment that gives equal opportunity to all students. This atmosphere is based on the principle that union members are equal and deserve mutual respect. Behaviour that undermines the dignity or self-esteem of any individual, or creates an intimidating, hostile, or offensive environment, whether it be sexual, racial or any other form of personal harassment, will not be tolerated nor condoned and may result in the delegate being sent home and a letter forwarded to the local union.

Information for the Union

REGISTRATIONS & FEES MUST BE RECEIVED BY DEC. 9

Double	\$	1260.
Single	\$	1510.
Delegate & Partner	\$	2315. (partner \$805)
<small>(Partner is not registered in a course)</small>		
Local Resident:	\$	850.
Youth (ages 6 – 18):	\$	450.
Children (5 & under)	No charge	

Fees include accommodation (except for local resident), applicable taxes, meals, refreshment breaks, gratuities, banquet and dance, child care, course materials and kit.

Fees do NOT include incidentals and the annual park pass (see rates below).

UPGRADES

Delegates whose local union pays for double but wish to upgrade to single may do so by enclosing an additional payment of \$250.

WAGES & TRANSPORTATION

Locals are responsible for lost wages and transportation costs, including park fees. **Annual park pass fees are \$67.70 per adult or \$136.40 per car; daily rates are \$9.80 per individual and \$19.60 per car.**

SUBSIDIES

A \$2,500 AFL subsidy fund is available to assist **affiliated locals with 75 members or less**. Registration fees for double occupancy will be waived for delegates whose local meet this criteria. **A maximum of one subsidy each year per local union will be granted, accepted on a first-come, first serve basis.** Locals will be notified the third week in December if their request for a subsidy was successful.

PAYMENT

Payment for all fees must accompany the registration form. Cheques should be made payable to the **“Alberta Federation of Labour”** and forwarded to **10654 – 101 Street, Edmonton, AB T5H 2S1.**

CANCELLATION FEE

A cancellation fee of \$100 will be assessed to any delegate who fails to notify the AFL prior to January 6th, 2012 if they are unable to attend the course in which they were registered.

REGISTRATION DEADLINE

Registrations must be received by the AFL no later than December 9. Register early to also obtain your first choice, as course selection is on a first-come, first-serve basis. Class size is limited to 20 participants.

REGISTER EARLY! Courses that go ahead each year are based on the registrations received by the deadline date.

COURSE SELECTION

Delegates shall make their selections from the list of courses outlined in the brochure. **Remember, both your first and second choice courses must be from the same week.** Only courses listed under each week will be available during that period.

EXAMPLE:

- Week 1:** Choice #1: Advanced Health and Safety
Choice #2: Labour Law
- Week 2:** Choice #1: Advanced Steward Training
Choice #2: Campaign Management

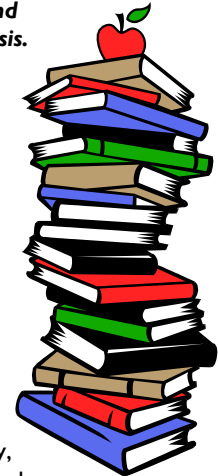
Delegates will be registered in their first choice on a first-come, first-serve basis and only placed in their second choice once the class size limit has been reached or their first choice course is cancelled. **Please note that each delegate will register for either Week One or Week Two. All fees and courses listed are on a one-week basis.**

PRE-REQUISITES

Some courses require pre-requisites. Please note those courses and ensure that your delegate(s) has completed the necessary pre-requisite.

EQUITY SEEKING GROUPS

The policy of the AFL and CLC is one of affirmative action and equity. Locals are encouraged to consider women, young workers, workers of colour, aboriginal workers and gay, lesbian, bisexual and transgender members when selecting their delegates.



QUESTIONS?

For further information, please contact:

Registrar: Linda Robinson, AFL
Phone: 780-483-3021 or 1-800-661-3995
Fax: 780-484-5928
Email: lrobinso@afl.org or afl@afl.org
Web: www.afl.org

2012 AFL/CLC School Registration Form

DELEGATE

FIRST NAME: _____ LAST NAME: _____

Gender: Brother _____ Sister _____ (Please check one as most rooms are double occupancy)

Mailing Address: _____ Email: _____

City: _____ Postal Code: _____

Home Phone: _____ Work/Cell: _____ Fax _____

UNION and LOCAL No. _____

Secretary Treasurer: _____

Address: _____ City: _____ Postal Code: _____

Union Phone: _____ Union Fax: _____ Email: _____

COURSE SELECTION: Choices must be from the same week.

Choice #1 _____

Choice #2 _____

REGISTRATION\ACCOMMODATION AND OTHER FEES –

Deadline for Registrations – December 9th, 2011

All fees are based on package deals, no exceptions!

- Single \$1510** per delegate (does not share a room).
- Double \$1260** per delegate (shares room with another delegate).
- Delegate & Partner \$2315** (partner shares room & meals are provided for both). *The partner is not registered in a class.*
- Local resident \$850** per delegate (does not require room but meals are provided)
- Upgrade to single room from double room for \$250 per delegate** (union pays double rate and delegate pays fee to upgrade to single status).
- If double accommodation, will share with:**
Name: _____ Union: _____
- Youth 6 years – 18 years of age @ \$450** No charge for children under five years of age.
Please indicate the number of children and their ages. _____

SUBSIDY – SMALL LOCAL

The current membership for the local is _____. The union is requesting the registration fee be waived:

\$1260 for double or \$850 for local resident

A maximum of one subsidy each year per local union will be granted, accepted on a first come, first serve basis.

CAR POOL

I require a ride to and from Jasper

I am willing to take a passenger to and from Jasper

CHILD CARE

Child care will be provided as per the AFL Constitution. Arrangements have been made for the following: a babysitting service supplied through the Fairmont Jasper Park Lodge or reimbursement of incurred off-site child care expenses. During the scheduled evening sessions childcare will be provided by the hotel, subject to availability. A babysitting service is available through the hotel, at your own cost, for other evenings.

REGISTRATION FOR CHILD CARE

On-site Child Care requirements:

Pick One Option only:

I will use the hotel child care for: _____ child(ren) whose age(s) is/are _____

Please indicate if your child has any special needs (e.g. dietary, physical, etc.) _____

or Off-site Child Care requirements:

I will require off-site child care

The Alberta Federation of Labour will reimburse delegates for off-site child care expenses other than those normally incurred had the delegate been performing his/her normal work day to a maximum of \$50 per family per day. This is provided the delegate is not being reimbursed by his or her union. Upon completion of a course, delegates are to submit all receipts for child care expenses to the AFL (see address below).

ACCESS, SERVICE & MEAL REQUIREMENTS

Disability

Mobility impaired _____ Blind or visually impaired _____

Use a wheelchair _____ Deaf or hearing impaired _____

Service

Conference material in alternate format (specify) _____

Deaf or hearing impaired (please specify) _____

Attendant service (please specify) _____

Dietary Concerns

Special dietary needs (allergies, medical conditions, etc.) _____

Every effort will be made to accommodate specific services required.

Enclose all applicable fees payable to Alberta Federation of Labour

with your completed registration form and mail to:

Alberta Federation of Labour

Attention: Linda Robinson, Registrar

10654 – 101 Street

Edmonton, AB T5H 2S1

Phone: (780) 483-3021 or 1-800-661-3995; Fax: (780) 484-5928

Website: www.afl.org

Email: lrobinso@afl.org or afl@afl.org

Deadline to register is December 9th, 2011