



2012 EDUCATION CLASS OFFERINGS

Advanced Steward Training: This is a three-hour course on the elements of major contract articles. This course has been updated to reflect current issues affecting changing workplaces. This course is necessary, with Basic Steward Training, for steward certification.

Basic Steward Training (Part 1 and Part 2): This six-hour course provides the fundamentals of stewardship. Participants will learn the grievance, discipline and Working Out of Classification procedures. This course is necessary for steward certification

Building Coalitions: This three-hour course focuses on the “whys” and “how-to’s” of building coalitions with community groups and other unions, especially to stop privatization of government services.

Chapter Leadership and Financial Management Training: This three-hour leadership development course covers the structure of OCSEA and the fiduciary and record-keeping responsibilities of elected chapter officers and executive board members.

Chapter Grievance Review Committee Training: Multiple session course for members of Chapter Grievance Review Committees outlining the process for evaluating the merits of a grievance in order to decide whether to withdraw or continue to appeal a grievance after Step 3 of the grievance procedure.

Communication Skills: This three-hour workshop focuses on skill building to improve verbal and non-verbal communications for individuals and groups.

Contracting-In/Preparing Proposals: Multiple session course using participatory techniques to train groups of members to prepare proposals to contract-in work. Final outcome is an actual proposal for real work the group has chosen to compete for.

Discipline: Three-hour interactive training focusing on the Seven Tests of Just Cause using case studies to provide experience in handling discipline cases.

Evidence: This three-hour course focuses on the types of evidence necessary to win grievance cases and the rules of evidence used in arbitration proceedings.

Fired for Facebook – This one-hour discussion based workshop focuses on the increasing trend of employers monitoring postings on social media sites such as Facebook and Twitter to discipline employees and the steps employees can take to avoid problems and use social media for positive personal and union network-building.

FMLA Basics: Three-hour course covering the Family and Medical Leave Act eligibility and usage requirements.

Handling Pre-Discipline Meetings: Three-hour class that covers how to prepare for a pre-discipline meeting and the role and function of a steward in pre-D's.

History of OCSEA and the Labor Movement: Two-hour class on how OCSEA has evolved since its' founding and how participation in the broader Labor Movement and other social movements impacts continued success.

How Collective Bargaining Works: Three-hour class on the framework that determines what can be accomplished when employers and unions bargain contracts and how Ohio law effects the bargaining process and roles of the bargaining team.

Investigatory Interviews: A program designed to develop in-depth skills in representing members in investigatory interviews that may lead to discipline.

Labor-Management Committee Member Roles: One-hour workshop on the role and responsibilities of union members serving on Labor-Management Committees.

Layoffs: Three-hour course outlining the paper layoff process and bumping rights and responsibilities of union leaders during the layoff process.

Occupy Everywhere: Two-hour class on the origins of the Occupy Wall Street movement and the role of workers and unions in creating changes necessary to make the economy benefit the 99%.

Privatization Basics: A three-hour introductory course on privatization and contracting out of government services. Topics covered will include management rationale for contracting out and developing a union strategy to fight privatization.

Promotion Grievance Checklist: A one-hour introductory workshop on how to utilize OCSEA's Non-Selection Checklist to determine if a promotional grievance for non-selection is valid.

Promotion Language: Three-hour course covering the meaning and intent of Article 17 Promotion language, tips for filling out applications and issues for consideration in promotional grievances.

Settling Grievances: How To and Why: Three-hour interactive workshop focusing on identifying and practicing the skills needed to negotiate grievance settlements and solve problems at the worksite.

Union Members Rights & Responsibilities: Two-Hour class on the rights of union members regarding what the union can do for them and the responsibilities of union members regarding what they should do for the union.

Working Out of Classification: This three-hour workshop is designed to teach effective analysis and handling of situations that involve Article 19 Working Out of Classification Grievances.

IMPORTANT: Classes listed in the Education Calendar in the Public Employee Quarterly Magazine are cancelled if a minimum of 10 people have not registered. As a general rule, classes are cancelled three working days prior to the training. Those who register through the Education Hotline at 1-800-969-4702 ext. 4772 will be notified of cancellation.

To get a class scheduled for your area if one is not already scheduled on the Education Calendar, recruit 10 members from your area who are interested and then contact Pat Hammel at 1-800-969-4702 ext. 2654 to get the class scheduled at a location, date and time that will work best for you.