



A Union of Professionals

TO: Local/Council Presidents and/or Treasurers

FROM: Terri Towler, Keith Griffith, Lana Turley, Lee Wilson, Ray Roskos, Bryen Johnson and Amy Alsop

DATE: February 4, 2020

**IFT Union Professional Development and
the Southwest Area Council
Present
*Union Leadership Institute***

The Illinois Federation of Teachers is pleased to be holding our regional Union Leadership Institute of the 2019-2020 school year. The upcoming ULI will be at the IFT Fairview Heights office on Saturday, March 21, 2020, from 9:00 AM to 3:00 PM.

Enclosed with this letter are course offerings and registration materials for the upcoming ULI. The ULI instructors have designed a program of workshops for this school year to allow for your union to plan ahead and to support the interests of local and council leaders of IFT constituencies. We hope you will consider sending a team from your local/council so each registrant may attend a different session and information can be shared with your leadership as you make plans to engage your members and move your union forward.

There will be a special presentation for all ULI participants to discuss the idea of moving Illinois to a Fair Tax system.

Please be sure to send the registration forms and payment to: Lisa Rosenberg, Illinois Federation of Teachers, 4 Executive Drive, Fairview Heights, IL 62208. **Checks should be made payable to the IFT.**

The **registration deadline for the upcoming ULI is Friday, March 13, 2020.**

Registrations will not be guaranteed unless payment is received with the registration forms by this date. Participants will receive a confirmation letter and directions once registrations are processed.

Continental breakfast will be available before 9:00 AM. Lunch is included in all registration fees.

For late registrations, or if you have any questions, please contact Lisa at 618/624-4373 or rosenberg@ift-aft.org.

Enclosures: Registration Forms, Course Descriptions



A Union of Professionals

UNION LEADERSHIP INSTITUTE

REGISTRATION for March 21, 2020

Please place a 1 or 2 in the appropriate box indicating your first choice and second choice workshop.

- Introduction to Collective Bargaining
- Worksite Leader Training

Registration Fee per participant for all-day session: \$ 25.00

Make checks payable to IFT. Do not send cash. If you are paying the registration fee as an individual, you may be entitled to a one-time rebate. See the back of this page for a worksheet to assist in calculating registration fees.

LOCAL INFORMATION

Local # _____ Local President Signature _____

Local Address _____

City/State/Zip _____

Local Phone _____ Fax Number _____

PARTICIPANT INFORMATION

Name _____

Home Address _____

City/State/Zip _____

Home Phone _____ Cell Phone _____

Work Number _____ Fax Number _____

Personal Email address _____

Dietary restrictions: None Yes, please specify: _____

Registration Fee Worksheet – March 21, 2020

Make checks payable to IFT. Please do not send cash.

Mail payment to:

**Lisa Rosenberg
Illinois Federation of Teachers
4 Executive Drive
Fairview Heights, IL 62208**

Registrations will not be guaranteed unless payment is received with the registration forms by March 13, 2020.

If the **Union** is paying registration fees, use this box to determine the local's total cost.

_____ x \$25.00 = \$ _____

(number of participants (workshop cost)
in all-day sessions)

Total amount enclosed: \$ _____

If the **individual** is paying registration fees (not the local), read and complete this box to register for the ULI.

Individuals who pay their own registration fee may be entitled to a one-time rebate. The individual member rebate is a 50% one-time annual *program fee reduction* for IFT member in good standing taking an IFT provided professional development or union leadership program.

I hereby apply for the one-time annual 50% fee reduction for the 2019-2020 membership year.

Member signature: _____ Date: _____

Total amount for all-day workshop: \$25.00

Less 50% of program fees: -- \$12.50

Total amount enclosed: \$12.50

SPECIAL ACCOMMODATIONS – AMERICANS WITH DISABILITIES ACT

The Illinois Federation of Teachers will make every effort to ensure that accommodations are in compliance with the Americans with Disabilities Act. If a conference participant anticipates a special need ensuing from a disability, the participant should contact Amy Alsop, 618/624-4373.

IFT will attempt to accommodate any special needs to ensure that attendees may fully participate in the ULI. Early notice is necessary since some accommodations may require significant advance notice.



A Union of Professionals

Union Leadership Institute

Course Descriptions for March 21, 2020

INTRODUCTION TO COLLECTIVE BARGAINING

Audience: Union leaders, and potential union leaders, from all IFT constituency groups.

Going to the table is more challenging than ever these days for union leaders. This course will help you learn more about negotiations and actively participating in the bargaining process. Topics may include:

- exploring various bargaining styles, techniques, and terminology;
 - recognizing the different stages in a negotiation;
 - preparation of contract proposals;
 - negotiation team roles and duties;
 - the mediation process; and
 - developing strategies to secure your contract.
-

WORKSITE LEADER TRAINING

Audience: This training is designed for local leaders, worksite leaders, and potential worksite leaders, from all IFT constituency groups.

This course has been designed for Worksite Leaders. Consisting of five modules, this training will provide participants with the tools needed to be effective work site leaders.

- | | |
|----------|---|
| Module 1 | <i>Union 101</i> provides an overview of the worksite leaders' responsibilities and their vital role in the labor movement; |
| Module 2 | <i>Communication and Information</i> reviews the importance of communication in union-building. Participants will review tools and methods for maintaining job site data and provide opportunities to improve communication skills. |
| Module 3 | <i>Worksite Advocacy</i> will use individual and group activities to review 4 areas of member Advocacy: gripes & grievances, member representation, contract enforcement and member mobilization. |
| Module 4 | <i>Mobilization and Engagement</i> will focus on the use of one-on-one conversations to recruit, engage and mobilize co-workers. |
| Module 5 | <i>Political, Legislative and Community Engagement</i> will review the union's policy making and endorsement process. |