



# Basic Steward Workshop

## September 10-11, 2008

**To:** Stewards  
**From:** Gwen MacKinnon, Education Department  
**Date:** June 16, 2008

The above noted workshop will be held in the BCNU boardroom, 4060 Regent Street, Burnaby, BC.

### PREREQUISITES

All applicants must:

- Have **completed the BUS** (Building Union Solidarity) course in their region
- Be **elected** as a Contract and/or OH&S steward
- Be **registered as a Contract and/or OH&S steward** with BCNU finance department. (Steward Registration form attached for your convenience)

**Please note that applicants will NOT be accepted if they do not meet the prerequisites.**

### HOW TO APPLY

If there are stewards in your facility who have not received this training, please pass this **memo and application** on to them and have them mail OR fax their application immediately to the **Education Department** at the address and fax number below. The deadline for applications is **July 11, 2008**.

### NOTIFICATION & SELECTION

Once we have selected applicants, you will be **notified of your acceptance by email or mail by July 31, 2008**. If you would like to know if you have been accepted prior to the mailing date, please do not hesitate to contact Michelle Livaja at the union office, extension 2170. **Priority for selection will be given to applicants from new certifications, from worksites with no steward and those where the ratio of stewards to members is low.**

Please do not arrange for time off before notification. **Filling out the application does not automatically qualify you to attend.** Wait until you receive formal notification of acceptance from BCNU.

### NO WAITING LIST

We do not maintain a waiting list. If you are not accepted for this workshop, please apply again when the next one is advertised.

Thank you for your interest. We look forward to working together to strengthen BCNU.

*British Columbia Nurses' Union*  
4060 Regent Street  
Burnaby, BC V5C 6P5  
Phone: 604-433-2268 local 2170 or 1-800-663-9991  
Fax: 604-433-7945 or 1-888-284-2222  
**Email: [mlivaja@bcnu.org](mailto:mlivaja@bcnu.org)**

Please see over  
for Application





**Application: Basic Steward Workshop**  
**Date: September 10-11, 2008**

Please note that names of newly graduated Basic Stewards are published in the Update Magazine.

To apply for Basic Steward, you must:

- have taken the BUS (Building Union Solidarity) course in your area
- be an elected Contract and/or OH&S steward
- be registered as an elected Contract and/or OH&S steward with BCNU (check with your steward coordinator).

**Personal**

Last Name	Female <input type="checkbox"/>	Male <input type="checkbox"/>
First Name & Initial	Address	
Union ID	City	Postal Code
Home Phone	Fax #	
Work Phone	Home Email	
I have the following Dietary Needs:		

**Worksite**

Place of Employment:	Type of Worksite: Acute <input type="checkbox"/>	LTC <input type="checkbox"/>	Community <input type="checkbox"/>	Other <input type="checkbox"/>				
Region:	C. Mountain <input type="checkbox"/>	C. Vancouver <input type="checkbox"/>	E. Kootenays <input type="checkbox"/>	F. Valley <input type="checkbox"/>	N. East <input type="checkbox"/>	N. West <input type="checkbox"/>	O. Similkameen <input type="checkbox"/>	P.Rim <input type="checkbox"/>
	RIVA <input type="checkbox"/>	S. Fraser <input type="checkbox"/>	S.F. Valley <input type="checkbox"/>	S. Heights <input type="checkbox"/>	S. Islands <input type="checkbox"/>	T.N. Okanagan <input type="checkbox"/>	W. Kootenays <input type="checkbox"/>	V. Metro <input type="checkbox"/>
Collective Agreement	PCA <input type="checkbox"/>	PS <input type="checkbox"/>	Independent <input type="checkbox"/>					

**Accommodation**

(if you live 50 km from BCNU office)

Night Before <input type="checkbox"/>	First Night <input type="checkbox"/>	Second Night <input type="checkbox"/>	
If you need accommodation on the second night of the workshop, please explain why:			
Smoking:	Please note there is <b>no smoking</b> at the hotel or on BCNU property	I would like to room with:	I have no preference <input type="checkbox"/>
I prefer a room of my own and wish to pay the hotel for the difference of (approx) \$65 + tax per night <input type="checkbox"/>			

**Facility/Steward Status**

How many members (approx) are in your bargaining unit?	How many stewards?	
Is your bargaining unit a new certification? No <input type="checkbox"/>	Yes <input type="checkbox"/>	Date?
Date you attended the pre-requisite (BUS) Building Union Solidarity course:		
Date you were elected as a Contract and/or OH&S Steward:		

Mail or Fax application to Michelle Livaja, British Columbia Nurses' Union  
 4060 Regent Street Burnaby, BC V5C 6P5  
 Phone: 604-433-2268, 1-800-663-9991 Fax: 604-433-7945, 1-888-284-2222  
 Email: mlivaja@bcnu.org

**Application Deadline is July 11<sup>th</sup> !!**