

EDUCATION SCHEDULE - Port Elgin August - December 2017

DATE	COURSES OFFERED	SUPPORT STAFF
August 20-25 Registration Deadline July 14	Collective Bargaining Conflict Resolution Grievance Handling & Workplace Leadership Health and Safety **NEW** Human Rights Introduction to Ergonomics **NEW** Stress: The Workplace Hazard **NEW**	Line Carmen Line Line Carmen Jo-Anne Jo-Anne
September 17-22 Registration Deadline August 11	Aboriginal Workers of Colour Week 1 Climate Change and Our Jobs **NEW** Collective Bargaining Grievance Handling & Workplace Leadership Harassment Investigation **NEW** Pre requisite Human Rights Human Rights WSIB I & II Ontario Only Skilled Trades - Monday Start	Carmen Jo-Anne Line Line Carmen Carmen Jo-Anne Jo-Anne
September 24-27	Women's Conference	Front Desk
September 29-October 1	Political Action Conference	Front Desk
October 1-6 Registration Deadline August 25	Accident and Incident Investigation **NEW** Conflict Resolution Health and Safety **NEW** Toxic Substances in the Workplace Unifor Foundations	Jo-Anne Carmen Line Jo-Anne Carmen
October 15-20 Registration Deadline September 8	Human Rights Planning for your Future (4 Day Course - Ends Thursday) WSIB Return to Work (Pre-requisite WSIB I & II) Ontario Only	Carmen Jo-Anne Jo-Anne
October 20-22	WSIB Ontario Conference	Front Desk

DATE	COURSES OFFERED	SUPPORT STAFF
October 22-27	Health and Safety - Women	Jo-Anne
Registration	Women Activists	Line
Deadline September 15	Women in Collective Bargaining	Carmen
ON SITE CHILD CARE	*** Child care registration Deadline (0-12 years) -*** Deadline for registration is September 15 th	

October 27-29	EI Conference	Front Desk
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October 29-	Aboriginal Workers of Colour Week 2	Carmen
November 3	Collective Bargaining	Line
Registration	Conflict Resolution	Carmen
Deadline September 22	Grievance Handling & Workplace Leadership	Line
	Introduction to Ergonomics**NEW**	Jo-Anne
	Stress: The Workplace Hazard **NEW**	Jo-Anne
	Worker Referral Assistance Program Level 2	Carmen

	Aboriginal Workers of Colour Week 1	Carmen
	Accident and Incident Investigation**NEW**	Jo-Anne
	Harassment Investigation **NEW**	Carmen
November 5-10	Pre requisite Human Rights	Carmen
Registration	Health and Safety **NEW**	Line
Deadline September 29	Human Rights	Carmen
	Toxic Substances in the Workplace	Jo-Anne
	Union Communications	Line

November 12-17	Executive Board Training	Line
Registration Deadline October 6		

	Climate Change and Our Jobs **NEW**	Jo-Anne
November 19-24	Collective Bargaining	Line
Registration	Conflict Resolution	Carmen
Deadline October 13	Grievance Handling & Workplace Leadership	Line
	Time Study- Easing the Pace of Work	Carmen
	Skilled Trades - Monday Start	Jo-Anne

DATE	COURSES OFFERED	SUPPORT STAFF
November 26-	Arbitration for Leadership	Line
December 1	Conflict Resolution Week 2	Carmen
Registration	Environment Community	Line
Deadline October 20	Health and Safety **NEW**	Line
	Stress: The Workplace Hazard **NEW**	Jo-Anne
	Unifor Foundations	Carmen
	WSIB Appeals- Level III (Pre-requisite WSIB I & II) Ontario Only	Jo-Anne
December 3-8	Aboriginal Workers of Colour Week 2	Carmen
Registration	Accident and Incident Investigation **NEW**	Jo-Anne
Deadline October 27	Human Rights	Carmen
	Union Communications	Line
December 10-15	Collective Bargaining	Line
Registration	Conflict Resolution	Carmen
Deadline November 3	Grievance Handling & Workplace Leadership	Line
	Harassment Investigation **NEW** Pre requisite Human Rights	Carmen
	Health and Safety **NEW**	Line
	Introduction to Ergonomics **NEW**	Jo-Anne
	WSIB Medical Orientation (Pre-requisite WSIB I & II)	Jo-Anne

CHILD CARE REGISTRATION - when on-site childcare is offered, you **MUST REGISTER AT THE TIME YOU SUBMIT YOUR APPLICATION**. Please contact the Family Education Child Care Centre for the on-site child care registration forms at 1-800-265-3735 ext. 3233 or email Laurie Wright at fecchildcare@unifor.org

**** Courses are occasionally subject to change. Please check the website to ensure you have the most up to date schedule**** www.unifor.org/education-en

CONFERENCE registrations are to be sent to the Front Desk on the Centre Registration form - not PEL application forms. PEL funds are not used for Conferences - PEL courses only.

Looking for the Woman's Advocate basic training course? Contact the Women's Department to make sure your bargained Advocate is registered (women@unifor.org). The Women's Advocate course is invitation-only and your Advocate must be in the system to receive an invitation.



QUESTIONS ABOUT THE SCHEDULE? Please contact the appropriate support staff listed below:

Carmen Stefanich
1-800-265-3735 EXT. 3215

EMAIL carmen.stefanich@unifor.org
FAX 519-389-3845

Jo-Anne Cameron
1-800-265-3735 EXT. 3268

EMAIL jo-anne.cameron@unifor.org
FAX 519-389-3222

Line Boucher
1-800-265-3735 EXT. 3217

EMAIL line.boucher@unifor.org
FAX 519-389-3845

Heather Porter
1-800-265-3735 EXT. 3218

EMAIL heather.porter@unifor.org
FAX 519-389-3845

Front Desk
1-800-265-3735 EXT. 3221
EMAIL confcentre@unifor.org
FAX 519-389-3222

RESERVATION FORM

Unifor Family Education Centre

115 Shipley Avenue, Port Elgin, Ontario N0H 2C5

Toll Free: 1.800.265.3735 ext. 3221 • Fax: 519.389.3222 • Email: confcentre@unifor.org

UNIFOR

Event/Conference Name: _____

Arrival Date: _____ Departure Date: _____

Guest Mailing Address Information

Local Union: _____

Guest Name: _____ Gender: _____

Address: _____ City: _____

Province/State: _____ Postal Code/Zip: _____ Country: _____

Home Phone: _____ Cell Phone: _____ Email: _____

Labour Organization/Corporate Mailing Address Information

Organization Name: _____

Address: _____ City: _____

Province/State: _____ Postal Code/Zip: _____ Country: _____

Phone: _____ Fax: _____ Email: _____

Family Information - complete names only if they are attending:

Spouse/Partner attending: Yes No Name: _____

Children Attending: Yes No Child Care Required: Yes No

(Check with your event/conference organizer if childcare is offered and, if so, request a childcare form for completion)

Name: _____ DD/MM/YY: _____ Name: _____ DD/MM/YY: _____

Name: _____ DD/MM/YY: _____ Name: _____ DD/MM/YY: _____

Emergency Contact: _____ **Phone:** _____

Special Requirements (i.e. diet, accessible room, no stairs, medical, off-site accommodations, etc.)

No: Yes: Explain: _____ Off-site meal package

Do you smoke? No: Yes: (If so, we will provide ground floor access to patio if available)

Rooming Request (Partner): _____

METHOD OF PAYMENT

Full payment for room and board will be made by (please check one):

Labour Organization (Union/Union Associate) Corporate (Non-union) Guest

I authorize payment of the following accommodations for this delegate:

shared room with another delegate delegate only single room delegate & family

Contact person to authorize payment: _____

Title: _____ Signature: _____

Method of payment (please check one): M/C Visa American Express

Credit card number: _____ Expiry Date: _____ / _____ (mm/yy)

Cheque: Payable to Unifor Family Education Centre - send with this form - no personal cheques

Registration Fee: # _____ \$ _____

Room and Board Fee: # _____ \$ _____

If costs incurred are not covered by your local, please complete the following information:

Personal Visa/MC/AMEX: _____ Expiry Date: _____ / _____ (mm/yy)

I agree to be personally liable in the event that the indicated person, corporation or labour organization fails to pay for any part or the full amount of the invoice. The Centre assumes no responsibility for loss of money, jewels, or other valuables and is not responsible for articles left in rooms or automobiles.

Guest Signature: _____ Date: _____

CHECK-IN 3:00 p.m. • CHECK-OUT 11:00 a.m. • NO PETS ALLOWED