

## **STEWARD TRAINING Sample agenda/topics**

*This can be led by Local Union leader, Labor Educator or union's attorney/professional.*

- **Welcome and Introductions – What You Will Be Able To Do at the Completion of this Class**
- **The Big Picture – Power of a Contract**
- **Steward Job description and Qualities of a Good Steward**
- **The rights of the Steward**
- **Legal Protections for Stewards**
- **Tackling Worksite Issues**
- **Differentiating Grievances from Gripes**
  - **Including: Types of grievances, Procedures, Just Cause, Past Practice**
- **Grievance Writing**
  - **Investigating and Records**
- **Resolving Grievances at the Lowest Step**
  
- **Exercise – create one or more scenarios about an issue that might come up in your local and have students practice their knowledge to “real world” usage.**