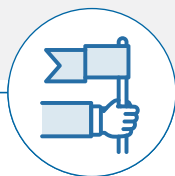


Getting started as a steward



Establish yourself and your credibility

- › Make a point of introducing yourself to all the members you represent.
- › Make an effort to reach out to members from equity groups, such as Indigenous and racialized workers, workers with disabilities, 2SLGBTQI+ workers, and workers whose first language isn't English.
- › Tidy up the union bulletin board, post any new posters and your contact information.
- › Advise the supervisors and managers that you are a new steward.
- › Get in touch with your local chairperson to find out about upcoming meetings.
- › Plan for longer, one-to-one and small group conversations with members who have influence in the workplace.
- › Wear your steward pin at work.
- › If there are stewards from other locals - or other unions - in your workplace, get to know them and keep in touch.

Get up to speed

- › Talk to other stewards and activists to learn about the issues, bargaining, and grievance history of your workplace.
- › Draw up a map of your workplace to identify where members work, key gathering points and how information flows.
- › Request a list of all members in the workplace and their contact information from the union.
- › Review the employers' policies.

Do some homework

- › Review your collective agreement, especially these articles:
 - Purpose of the agreement
 - Rights and responsibilities of stewards
 - Grievance procedure.
- › Review the minutes of recent joint labour/management or Article 29 committee and health and safety committee meetings.

Resources you will need

- › Call your area office to register for our STEP UP! and Steward Fundamentals courses or do it online at learning.bcgeu.ca.
- › Sign onto my.bcgeu.ca and visit the steward resources page, find out about events and get news about bargaining.
- › Contact your area office for a membership list, contact information for your local executive, grievance forms, copies of the collective agreement, membership cards and other supplies.

