

Workplace Reps Introductory Certificate



This course is designed to be the core initial training for Unite workplace reps. It covers the wide range of knowledge and skills needed by the new rep.

Who should attend?

New workplace reps or reps who have not undertaken workplace rep training to date.

Learning outcomes

On completion of the course workplace reps should be able to:

- Understand the roles and rights of a workplace rep, and the basics of employment law.
- Understand the structures of Unite and how you can use this for support in the workplace. You will also understand how you and your members can best both implement and change union policy.
- Work with the Unite team to get your workplace organised and understand why this is the best way to get changes in the workplace.
- Run grievance or disciplinary cases on behalf of unite members.
- Run a local campaign around an issue important to you and other members in your workplace.
- Network with other Unite activists in your sector and region.
- Take an integral part in running national, political and global campaigns in your workplace.

Pre-course activities

Obtain copies of your workplace agreements e.g. facilities agreements, recognition agreements etc. Your senior rep can help you. Make a list of issues that are important to you and the members in your workplace. Register through your REDO for the Unite Moodle web-site.

Duration

10 days

Venues

All regional/country training centres.

Accreditation and certification

This course is accredited. On successful completion of this course you will be issued with a certificate of unit credit by the Open College Network (OCN).

Progression route

Following this course there is a choice of training programmes available for Workplace Reps as listed in the Education Programme.

Key points

Aimed at:
New workplace reps or those reps who haven't attended recent training.

Duration:
10 days
Regional/Country venues

Key aims

To provide workplace reps with the confidence to:

- Understand the roles & rights of a workplace rep.
- Understand the structure of Unite.
- Develop the skills & confidence to organise your workplace.
- Develop the skills & confidence to support members in grievance & disciplinary situations.
- Learn how to work & campaign as part of the Unite team – locally, politically and globally.