



June 27, 2024

Secretary-Treasurers

Dear Secretary-Treasurers:

**Subject: Two-day Know and Enforce Your Rights Workshop 2024**

HEU members are at the center of our union. Together, we are continuously working to build a stronger and more diverse union where members feel confident and ready to fight for improved wages and working conditions, safer workplaces, and social justice in our communities.

To encourage and support member activism in the union, HEU is offering a two-day workshop – *Know and Enforce Your Rights*. The Know and Enforce Your Rights workshop is an intermediate course for shop stewards and is offered to HEU members who are currently dealing with grievances and contract enforcement.

**If you have already received a minimum of three days of shop steward training and have 12 months' experience of handling grievances, you are eligible to apply for this course.**

In the Know and Enforce Your Rights workshop, members will:

- Build upon their knowledge of the collective agreement
- Foster confidence in enforcing the collective agreement and member rights
- Better understanding of the Duty to Accommodate
- Practice skills for dealing with member-to-member conflict

WORKSHOP DATE	LOCATION	APPLICATION DEADLINE
October 9 & 10	Online	September 3, 2024
November 19 & 20	HEU Provincial Office	October 14, 2024

Please fill out the attached application form by the indicated deadline and return to the Provincial Office Attention: Deb Howe, Education and Human Rights Department. Please return only one copy of the application – either by mail, email to [education@heu.org](mailto:education@heu.org) or fax to 604-739-1510. Alternatively, an online form is available on our website at [www.heu.org](http://www.heu.org).

Please note the chairperson or secretary-treasurer of your local must endorse the application.

We will contact successful applicants by email to confirm further details. Please ensure the email address on your application is current and is your primary email contact where we will send information regarding the workshop. Please do not use your employer's email address. Once applicants have been notified, they will be required to apply for leave of absence for union business.

If you should have any questions regarding this workshop, please contact Deb Howe 604-456-7124, toll-free at 1-800-663-5813 ext. 7124 or email at [education@heu.org](mailto:education@heu.org).

In solidarity,

A handwritten signature in black ink, appearing to read "Bueckert", with a stylized flourish at the end.

**Lynn Bueckert**  
Secretary-Business Manager

Attachment

cc: Chairpersons  
Reps and Directors  
Provincial Executive