

# 2021



# EDUCATION DEPARTMENT

# WORKSHOPS

# 2021 NATIONAL EDUCATION DEPARTMENT WORKSHOPS

★ NEW WORKSHOP    ★ UPDATED WORKSHOP

## GENERAL EDUCATION WORKSHOPS (PAGE 3 - 5)

A Day's Work	Multicultural Awareness
★ Citizen Earth: A Call for Collective Action	Runaway Inequality
Ethical Consumer	Sista in the Brotherhood
Globalization 101	Standing with Our Sisters
Lessons from Labor History	Value of the Vote
★ Money Matters	

## BUILDING OUR UNION (PAGE 6 - 8)

★ It Starts with Me	★ Understanding Bargaining
Our Union Inside and Out	Understanding Bargaining and Strikes
★ Talkin' Union	★ Understanding Strikes
UAW 101/New Member Orientation	★ Understanding Grievances
★ UAW Core Values	★ Union Meetings and Me

## LEADING FOR CHANGE (PAGE 9 - 10)

★ Bargaining for Bargainers	Leadership Essentials
★ Building Unionists	Leading with Vision
★ Effective Union Meetings	★ Member-To-Member in the Digital Age
★ Grievance Handling	Roles of Officers

## STANDING TOGETHER (PAGE 11 - 13)

★ Community Services Committee	Effective Educator Training
Conservation and Recreation Committee	Keys to Effective Standing Committees
Consumer Affairs Committee	Layoffs, Closings and Strikes: The Role of the Community Services Committee
★ Creating a One-Year Strategic Plan	Strategic Planning to Grow Your Standing Committee
Disaster Preparedness	Strengthening Our Union
★ Education Committee	Union Label Committee



### A Day's Work (3 Hours)

This workshop is centered around the award-winning documentary "A Day's Work." Participants will understand the human costs of the growing staffing industry whose goal is to redefine the employer-employee relationship. When it comes to wages, economic security and safety, staffing agencies drive down standards for all workers. Participants will also explore ways to fix this problem and be inspired into action!

### ★ Citizen Earth: A Call for Collective Action (3 Hours)

In 2020, we marked the 50th anniversary of Earth Day, an event that put in motion the modern environmental movement. The UAW was instrumental in its creation and continues that tradition today. Our union has always advocated for workers to have a high quality of life not just at work, but in our communities as well. This workshop explores the connection between pollution and our health and well-being. It also provides tips on how simple changes in our behavior can have big payoffs for the planet we share.

### DID YOU KNOW?

Temp workers are **50%** more likely to be injured at work, **80%** less likely to receive any benefits, and **100%** more likely to need government aid.

(A Day's Work)

### DID YOU KNOW?

Climate change contributes to over **400,000** deaths and **\$1.2 trillion** in losses worldwide each year.

(Citizen Earth)

### Ethical Consumer (3 Hours)

This workshop does a deep dive into the ethical considerations when purchasing goods and services, and how union-made and USA-made ties into those principles. Participants of this workshop will learn how to locate union-made and USA-made goods, why it's imperative to make the effort and the importance of spreading the word to family and friends. Ultimately, the goal of this workshop is for participants to understand the power of their wallets and how their spending affects union jobs.

### DID YOU KNOW?

For each full-time manufacturing job created, **3.4 FULL-TIME JOBS** are created in nonmanufacturing industries.

(The Ethical Consumer)

### Globalization 101 (3 Hours)

This workshop discusses our economy from a worker's perspective, provides some of the history surrounding the U.S. economy and explains what drives our economic model. Participants will understand how technology is accelerating and expanding the process of globalization, how legislation creates the global system, how the laws that protect workers are being weakened, the goal of the neoliberal agenda and how our power can shape the system.

### Lessons from Labor History (1 or 3 Hours)

This workshop takes nine key lessons from our past that teaches us about who we are and how to succeed. From understanding the connection between politics and our contracts, to appreciating the sacrifices made by union brothers and sisters, this workshop distills labor's history into teaching moments that can chart the path forward for the labor movement.

#### DID YOU KNOW?

The United States has had the **BLOODIEST** and **MOST VIOLENT** labor history of any industrial nation in the world.

(Lessons from Labor History)

### ★ Money Matters (3 or 6 Hours)

Providing members with strong consumer education is the natural partner to effective collective bargaining. Improved wages are easily undone if members are subject to predatory lending or overextended credit. This workshop provides common sense budgeting tips, strategies on building an emergency fund and simple advice on how to avoid the pitfalls of endless debt.

### Multicultural Awareness (8 Hours) \*

This program has been designed to help members understand why the UAW has a “No Discrimination” policy and understand the difference between stereotypes, prejudices and discrimination. We are stronger when we come together – and our differences only enrich us. This workshop requires a full eight-hour day to effectively cover the topics included in the curriculum. *\*This workshop must be facilitated by UAW Education staff.*

### Runaway Inequality (4 Hours)

Participants in this workshop will learn what a financialized economy is, why workers' wages and productivity no longer rise together, and how the corporate agenda has affected our economy and society. This workshop also explores the gap between worker wages and CEO pay, how financial strip-mining is taking money from companies and putting it into a few hands, and how institutional racism has been used to divide working people. This training aims at equipping members with the tools needed to talk with others about why workers are undervalued, and to build power inside and outside our union.

#### DID YOU KNOW?

According to a report from the Economic Policy Institute, the average CEO pay is **271** times the nearly **\$58,000** annual average pay of the typical American worker.

(Runaway Inequality)

### Sista in the Brotherhood (1 Hour)

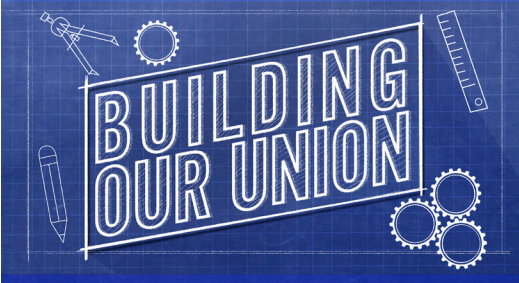
This presentation includes a discussion about the UAW's position on sexual harassment and a screening of a short film titled "Sista in the Brotherhood."

### Standing with Our Sisters (4 Hours) \*

Participants will come out of this workshop with a strong understanding of key issues related to sexual harassment. This course explores the UAW's position on sexual harassment, helps members recognize harassment and learn how to address it using UAW protocol. It also teaches bystanders how to intervene. Every topic covered in this workshop focuses on building the solidarity and strength of our union. *\*This workshop must be facilitated by UAW Education staff.*

### Value of the Vote (3 Hours)

The purpose of this role-play workshop is to help members build confidence and acquire strategies needed to communicate with co-workers about voting and election participation, to better understand issues surrounding elections that directly affect our membership and union, to understand that every vote counts; and that it is possible to increase turnout when we are diligent about a GOTV program!



## WORKSHOPS FOR MEMBERS TO DEEPEN THEIR UNDERSTANDING OF OUR UNION

### ★ It Starts with Me (3 Hours)

A primer workshop for all new members to understand the power of labor unions and the role we all play to keep our union strong.

### ★ Talkin' Union (3 Hours)

When it comes to talking about organized labor, how you talk is as important as what you say. This workshop delves into 10 lessons of effective communication when it comes to our union. Examples include: the power of leading by example and the downside of debating.

### Our Union Inside and Out (3 Hours)

This workshop is gamified! Participants use a free app to interact with each other and learn the structure of our union, why it pays to belong and what each standing committee does. Participants will identify areas where they can get involved in their local union, understand the challenges labor unions face today, and understand why our union works with other unions in the United States and globally. This workshop requires a good Wi-Fi connection, and each participant must have a smartphone.

### DID YOU KNOW?

The National Labor Relations Act (NLRA) establishes mandatory, permissive and illegal subjects of collective bargaining.

#### MANDATORY

Parties are only required to bargain matters which have a direct impact on wages, hours, and working conditions. These are mandatory subjects of bargaining, and the employer and union are required by law to bargain issues that fall into this category if the other side raises the subject.

#### PERMISSIVE

A permissive subject is one which the union and management may agree to discuss, but it is not required. If either side indicates it does not want to continue discussing one of these subjects, the other side cannot insist that negotiations on that issue continue.

#### ILLEGAL

An illegal subject cannot be discussed, regardless of whether both parties wish to discuss it. Even if the parties do try to bargain an illegal subject into the agreement, the language is not enforceable, and both parties would be committing an unfair labor practice.



## WORKSHOPS FOR MEMBERS TO DEEPEN THEIR UNDERSTANDING OF OUR UNION

### **UAW 101/New Member Orientation (30 Minutes, 1 Hour or 3 Hours)**

This workshop was created for new members to understand that they are the UAW! Participants will learn what the UAW is all about; the importance of our union in the workplace and in the community; the strength and structure of our union; why it pays to belong and how they can become union activists. It is highly recommended that local unions provide each participant with a New Member Kit, available through the UAW Supply Booklet. Local unions are encouraged to include a copy of their contract, bylaws, local union meeting and events schedule, and contact information of local union leadership. This workshop can be adapted to run from 30 minutes to three hours.

### **★ UAW Core Values (30 Minutes or 3 Hours)**

When we understand the principles upon which our union was built, we understand the path forward. This workshop focuses on four of our union's core values that are found in our constitution. First, we must build and maintain strong contracts. Second, all are equal. Third, we fight for everyone, not just ourselves. And fourth, we understand the importance of electoral politics. These four pillars define the UAW and serve as a guidepost for all members. This workshop can be taught as a 30-minute or one-hour presentation, or a three-hour workshop.

#### **UAW CORE VALUES:**

1. Build, maintain and protect high standards in contracts.
2. All are equal.
3. We fight for all.
4. The ballot box is connected to the bread box.

(UAW Core Values, UAW 101, Lessons from Labor History)

### **★ Understanding Bargaining (2 Hours)**

A workshop designed for rank-and-file members to understand the vitally important process of bargaining. Participants learn the role of the law and member solidarity and how the interplay affects what we get at the table. Highly recommended for local union membership facing a bargaining year.

### **Understanding Bargaining and Strikes (3 Hours)**

This workshop combines Understanding Bargaining with Understanding Strikes into one three-hour session that will equip all rank-and-file members to play a pivotal role during bargaining.



## WORKSHOPS FOR MEMBERS TO DEEPEN THEIR UNDERSTANDING OF OUR UNION

### ★ Understanding Grievances (3 Hours)

Collective bargaining works because we enforce our contracts through grievance procedures. But how well do members understand the process, when they themselves may never be involved in filing a grievance? When members understand the grievance process, they are empowered union members. That helps keep management in check and it also gives members a solid grounding when it comes to their contract.

### ★ Understanding Strikes (2 Hours)

A workshop designed for rank-and-file members to understand the vitally important process of strikes. From how strikes happen to why they are effective, this workshop is highly recommended for local union membership facing a tough bargaining year.

### ★ Union Meetings and Me (3 Hours)

Much of the business of our unions takes place at the union meeting. This workshop is a useful introduction for rank-and-file members to understand the structure of union meetings and the role Robert's Rules of Order plays in moving our agenda along.

## BASIC PRINCIPLES OF ROBERT'S RULES OF ORDER

### DID YOU KNOW?

Robert's Rules of Order ensure that you have a voice in the business of your local union and prevent the local from being run by a small clique. The rules are designed so that the members run the meeting. The Chair merely directs the meeting.

1. Only one person speaks at a time.
2. Majority rules.
3. All proposals are freely debated.
4. All members have equal rights.

(Union Meetings and Me)





## WORKSHOPS FOR THOSE HOLDING ELECTED OFFICE AT THEIR WORKSITES

### ★ **Bargaining for Bargainers (9 Hours)**

Participants in this workshop will gain an understanding of the many topics involved in the collective bargaining process, learn the roles and responsibilities of the bargaining committee, learn about the resources provided by the UAW International, and develop confidence in their ability to participate in the bargaining process. The class ends with a mock bargaining exercise.

### ★ **Building Unionists (3 Hours)**

This workshop is designed for leaders who want to strengthen the power of their union by building activism in their membership. Building unionists doesn't happen automatically: it takes effort and leadership, and this workshop will help leaders channel their energies into a program that helps everyone.

### ★ **Effective Union Meetings (3 Hours)**

This workshop will help leaders plan and facilitate effective union meetings. The class focuses on laying out objectives, meeting preparation, parliamentary procedure, and the role of the chair. The workshop includes a mock meeting and teaches strategies for getting more members to attend meetings.

### ★ **Grievance Handling (3 or 8 Hours)**

This workshop explores what is expected of a grievance handler, how to properly investigate, determine if an issue is a complaint or a grievance, the importance of the grievance fact sheet, and the difference between an individual, group, and policy grievance. Participants will also learn how to properly write a grievance. This workshop can be done as a three-hour overview or an eight-hour in-depth course.

### **Leadership Essentials (4 Hours)**

Effective leadership is embedded in every layer of our Union, from the local unions to the International, and is critical to us accomplishing our union's mission. In this workshop, participants will develop a vision for how their local union can become stronger and learn to set goals that create a pathway to success. Participants will also learn best practices of effective leaders, including communication and public speaking skills. This workshop is designed for both elected local union leaders and members looking to develop their activism within the union.



## WORKSHOPS FOR THOSE HOLDING ELECTED OFFICE AT THEIR WORKSITES

### Leading with Vision (3 Hours)

Defining leadership and the elements of a great leader is the first step in understanding how to lead with vision. Our union was built on the shoulders of men and women who knew that their role was to inspire change in others. This workshop explores those traits and helps participants evaluate their own strengths and weaknesses.

### ★ Member-To-Member in the Digital Age (3 or 6 Hours)

Local unions can implement a member-to-member network to increase member communication, activism and participation. This workshop will teach local union leadership how to set up their member-to-member program, cover the roles within the communication structure, help map out the worksite, discuss recruiting strategies and teach tips for distributing information to members. Emphasis placed on using social media to strengthen your member-to-member program. Local unions who wish to implement a member-to-member program should schedule a six-hour workshop. Local unions who are looking to understand what the member-to-member program is can schedule a three-hour high-level overview.

## DID YOU KNOW?

**68%** of US adults are on Facebook (**315,000** active and retired UAW members), compared to **28%** on Instagram and **25%** on Twitter.

(Member to Member in the Digital Age)

### Roles of Officers (4 Hours)

This four-hour workshop is a great fit for newly elected leaders to learn the duties and responsibilities of the president, vice president, chairperson and recording secretary. Participants will discuss some do's and don'ts of local union leadership, learn surrounding information related to these leadership roles and will leave with a good understanding of how the local union executive board works together to carry out the duties of our union.

★ **Community Services (3 Hours)**

Participants will learn their role in plant closings, strikes and layoffs. They'll also learn how to prepare for natural disasters: like hurricanes, tornadoes and earthquakes. In addition, this workshop covers how to build a community services network, develop an action plan and how to report at membership meetings.

**Consumer Affairs  
(3 Hours)**

Consumer Affairs Standing Committees give members common sense advice and information on achieving sound financial footing. This workshop provides the context for and best practices of this important standing committee.



**DID YOU KNOW?**

- **76%** of All Americans live paycheck to paycheck?
- **57%** of Americans have less than \$1,000 in the bank.

(Consumer Affairs)

**Conservation and Recreation (3 Hours)**

The Conservation and Recreation Committee is the only hybrid standing committee mandated in the UAW Constitution. It brings together two distinct yet similar areas of concern to our union: concern for ecological matters and the importance of recreation and family activities. Both concerns evolved from our union's early commitment to building a better society that extended beyond the four corners of work. This workshop is a basic primer providing history on this standing committee, as well as presenting the activities of today's Conservation and Recreation Committees.

★ **Creating a One-Year Strategic Plan (3 Hours)**

Building on the skills taught in Strategic Planning to Grow Your Standing Committee, this workshop takes participants through the paces of designing a one-year program for their standing committees. Emphasis on crafting goals and developing detailed workplans.

**Disaster Preparedness (3 Hours)**

Natural disasters wreak havoc on our lives and economy. This workshop teaches participants basic survival tips such as: preparing a survival kit, how to find drinkable water in your home, how to identify safe exits, etc. We then go a step further and share tips for your local union on how to set up a communications network and save important records, as well as bargain an emergency plan at your worksite.



# WORKSHOPS FOR THOSE DESIRING TO START OR REVITALIZE THEIR STANDING COMMITTEES

## ★ Education Committee (3 Hours)

The Education Committee is at the center of strong locals. This standing committee is tasked with training and education for union members. Members of this committee identify the training needs of their local union and with their leadership's approval, provide classes, materials and information based on those needs. This workshop gives Education Committee members an overview of the committee's work as well as information on how to work with their local union leadership to identify educational goals, create an education plan, work with other committees, and promote the work of the committee.

## Effective Educator Training (9 Hours)

This workshop helps members develop the personal skills and confidence to be effective facilitators, understand the various ways adults learn, how to properly use visual aids and media when facilitating and become better listeners in the classroom. Upon completion of this workshop, members are given access to curriculum developed by the UAW Education Department to share with their local union.

Education committee members who successfully complete the workshop "Effective Educator Training" will have access to a selection of Education Department curriculum which can be taught at the local union. More information is available from your regional Education representative. These workshops include:

- It Starts with Me
- UAW 101/New Member Orientation
- UAW Core Values
- Lessons from Labor History
- Understanding Bargaining
- Understanding Grievances
- Understanding Strikes
- Union Meetings and Me

## Keys to Effective Standing Committees (3 Hours)

Participants will learn the duties and responsibilities of their standing committee, committee structure (chair, co-chair, recording secretary, treasurer, member, and subcommittee/task force), ideas for recruiting and engaging members in committee work, learn how to plan an event or project, plan a meeting, how to run an effective meeting, and how to report out at their local union meeting.

## Layoffs, Closings and Strikes: The Role of the Community Services Committee (3 Hours)

The mandate of the Community Services Committee is to support members in times of need. That often means strikes, layoffs or closings. This workshop gives Community Services Committee members an overview of this important work as well as guidelines on how to prepare for these challenging events.





## WORKSHOPS FOR THOSE DESIRING TO START OR REVITALIZE THEIR STANDING COMMITTEES

### Strategic Planning to Grow Your Standing Committee (3 Hours)

Too often standing committees fall into a routine, where the same program is run year after year with diminishing results. This workshop is designed to help all standing committees reset and create strategic plans that meet the needs of today's membership.

### Strengthening Our Union (3 Hours)

This interactive experience focuses on the importance of building the power of the local union through standing committees. Participants will learn the purpose and function of each standing committee and what types of members are the best fit for each committee. There is built-in discussion centered around strategies for building member relationships, increasing member involvement and brainstorming ideas for committee events and projects.

### Union Label (3 Hours)

Union Label is one of the original standing committees of our union. It's for a very good reason, as the work of this committee covers the importance of educating the public about unions and our members about their purchasing power. This workshop explores creative ways existing union label committees are carrying out the message today.



"There is no **GREATER CALLING**  
than to serve your fellow  
men.  
And, no greater  
**SATISFACTION**  
than to have done it well."  
~ Walter Reuther

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## FRIENDS & ALLIES

UAW 101 (30 minutes)  
Globalization 101 (3 hours)  
Lessons from Labor History (1 hour)  
The Ethical Consumer (3 hours)  
UAW Core Values (30 minutes)

## NEW MEMBERS

UAW 101 (30 minutes, 1 hour or 3 hours)  
It Begins With Me (3 hours)  
Union Meetings & Me (3 hours)

## RANK & FILE

Lessons from Labor History (3 hours)  
Talkin' Union (3 hours)  
UAW 101 (3 hours)  
UAW Core Values (3 hours)  
Understanding Bargaining (2 hours)  
Understanding Strikes (2 hours)  
Understanding Bargaining & Strikes (3 hours)  
Understanding Grievances (3 hours)  
Union Meetings & Me (3 hours)  
Value of the Vote (3 hours)

## ELECTED LEADERSHIP

### LEGAL BASICS OF UNION LEADERSHIP

Bargaining for Bargainers (9 hours)  
\*Duty of Fair Representation (1 hours)  
Grievance Handling (3 or 8 hours)

### RUNNING YOUR LOCAL UNION

Member-to-Member in a Digital Age (3 hours)  
Effective Union Meetings (3 hours)  
Roles of Officers (4 hours)

### LEADERSHIP SKILLS

Building Unionists (3 hours)  
Leadership Essentials (4 hours)  
Leading With Vision (3 hours)  
Multicultural Awareness (8 hours)  
Standing with Our Sisters (4 hours)

\* Duty of Fair Representation is taught by the Presidents Office. Please contact your Servicing Representative to request this workshop.

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## STANDING COMMITTEES

### BASICS

Strengthen Your Union (2 hours)  
Keys to Effective Standing Committees (3 hours)  
Strategic Planning to Grow Your Standing  
Committee (3 hours)

### UNION LABEL

Union Label Committee (3 hours)  
The Ethical Consumer (3 hours)  
Globalization 101 (3 hours)

### COMMUNITY SERVICES

Community Services Committee (3 hours)  
Layoffs, Closings & Strikes: The Role of the Community Services Committee (3 hours)  
Disaster Preparedness (3 hours)

### CONSUMER AFFAIRS

Consumer Affairs Committee (3 hours)  
Money Matters (3 hours)

### EDUCATION

Education Committee (3 hours)  
Effective Educator Training (3 hours)

### CONSERVATION & RECREATION

Conservation & Recreation Committee (3 hours)  
Citizen Earth (3 hours)

## WORKSHOPS FROM OTHER DEPARTMENTS

Citizenship & Legislative (also known as CAP)  
Civil & Human Rights  
President's Office  
Health & Safety  
Women's



# EDUCATION DEPARTMENT

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