



Education

South East Region

Workplace Reps Course Content

WORKPLACE REPS – Module 1A

Essential for all new reps and an ideal refresher course too

Course covers: Key skills for Organising your workplace - Handling discipline and grievance cases – Communication skills - Introduction to Employment Law – Equality at Work.

WORKPLACE REPS – Module 1B

For reps who have completed module 1A

Course covers: Evaluating and assessing your experience since the part 1 course - Understanding the concept of 'good work' – Understanding and dealing with Issues around Dignity and Respect in the Workplace – Problem Solving skills – Bargaining Skills – Work-Life Balance – Building a strong workplace union.

WORKPLACE REPS – Module 2A

For reps who have completed module 1B

Course covers: Improving confidence and knowledge in exploring, questioning and using employment law – Exploring research skills and developing ability to find out how legal provisions impact on your members' rights in the workplace – How changes to employment law impact on your workplace rights – Planning alternative solutions other than employment law to your workplace rights – Working as a team to develop collection actions.

WORKPLACE REPS – Module 2B

For reps who have completed module 2A

Course covers: Rights to information – Workplace Rights – Collective Bargaining – Agreements – The Case for Collective Agreements – Planning for getting an agreement – Collective Bargaining and Negotiation