

CSEA Union Stewards vs. Site Representatives

<i>Union Stewards</i>	<i>Site Reps</i>
<p><u>APPOINTMENT:</u></p> <ul style="list-style-type: none"> ▪ The Executive Board shall appoint trained Union Stewards to serve the membership. The Executive Board shall determine the number of Stewards to be appointed. 	<p><u>APPOINTMENT:</u></p> <ul style="list-style-type: none"> ▪ Site Representatives to serve each worksite shall be appointed by the President and ratified by the Executive Board. The Vice President shall maintain the list of Site Representatives and designated areas.
<p><u>DUTIES:</u></p> <ul style="list-style-type: none"> ▪ Attend annual training sessions for Union Stewards provided by the Association and/or other appropriate training as directed by the Executive Board. ▪ Educate bargaining unit employees about their rights under the contract and determine how problems arising under the contract can best be handled. ▪ Investigate and prepare grievances for presentation to management, present grievances to the employee’s supervisor; and be present as required during other steps of the grievance procedure. ▪ Preserve the confidentiality of personal grievances, resolve differences among the membership in grievance handling, and maintain a file on all grievances handled, which shall be turned over to Chief Union Steward upon completion. ▪ Act as the basic channel of communication between the employees and the Chapter and relay specific member concerns to the Chapter's Negotiating Committee for incorporation into the bargaining proposals. 	<p><u>DUTIES:</u></p> <ul style="list-style-type: none"> ▪ Recruit employees into CSEA membership and educate employees about CSEA. ▪ Distribute Chapter newsletter, bulletins, and other CSEA information at the worksite; keep CSEA bulletin boards up-to-date and clear of non-CSEA material. ▪ Conduct periodic site-level meetings to keep the members informed of actions taken at Chapter meetings, to explain CSEA benefit plans and services, and to keep members informed of Association and/or Chapter activity regarding grievances, PERB decisions, contract negotiations, legislative and political activity, and other matters of importance. ▪ Relay member concerns to the appropriate Union Steward or other Chapter officer. ▪ Attend Chapter meetings; attend training workshops and other seminars as directed and approved by the Chapter President; attend joint Union Steward/Site Representative (site council) meetings as may be called by the Chief Union Steward and/or the Vice President.
<p><u>TERM:</u></p> <ul style="list-style-type: none"> ▪ The term for Union Stewards shall commence upon their appointment and continue until such time as their successors are appointed, provided that any Union Steward shall automatically forfeit such office if s/he ceases to be an Active member in good standing. Vacancies shall be filled by appointment of the Executive Board as needed. 	<p><u>TERM:</u></p> <ul style="list-style-type: none"> ▪ No defined term limits.