

MANAGING IN A TRADE UNION ENVIRONMENT

Managers within a Trade Union environment are often hesitant when interacting with employees because of uncertainty on how to interpret governing documents as well as when and how matters should be handled within the workplace. This workshop will delve into three main areas, which Managers who operate in a unionised environment must be comfortable with: Collective Agreements, Discipline and Grievances.

The definition and scope of the Collective Agreement will be analysed to highlight various areas such as management and union rights and responsibilities and the importance of knowing the key areas which should be addressed within the Collective Agreement. The principles of Positive Discipline and the responsibilities of both the employer and employee are key elements which will be explored. Grievances procedures, their importance and having the ability to conduct the relevant hearings will also be explored.

Participants Will Learn

- How to understand a Collective Agreement
- How to utilise a Code of Discipline
- The correct procedures for disciplining employees
- Your role and the role of the other parties in the Unionized Environment
- Definition of a grievances and why the grievance procedure is important

Training Methods

- Case Studies
- Interactive Discussions
- Power Point Presentations

Who should Attend

- Human Resource Personnel
- Managers (All Levels)
- Supervisory Staff
- Small Business Owners