

IATSE OFFICER INSTITUTE LEADERSHIP DEVELOPMENT WEEK

Tampa, FL | November 13 – 17, 2023

Applications must be submitted to the IATSE Education Department at least 2 weeks prior to the beginning of the course. The IATSE International reserves the right to accept or reject all applications. There is a limit of 3 students per local for each course.

PARTICIPANTS MUST ATTEND THE ENTIRE COURSE/S IN WHICH THEY ARE ENROLLED TO GRADUATE AND RECEIVE A CERTIFICATE.

1. APPLICANT			
LAST NAME	FIRST NAME	MIDDLE INITIAL	
NAME AS YOU WISH IT TO APPEAR ON DIPLOMA, if different from above:		CELL PHONE _____-_____-_____	
NAME AS YOU WISH IT TO APPEAR ON NAME BADGE/TABLE TENT:		HOME PHONE _____-_____-_____	
STREET ADDRESS		WORK PHONE: _____-_____-_____	
CITY	STATE/PROVINCE	ZIP/POSTAL CODE	
EMAIL ADDRESS (please print)			
2. CHOOSE YOUR COURSES (See reverse for course descriptions).			
CHOOSE ONLY ONE:			
<input type="checkbox"/> Monday, Tuesday, and Wednesday - Secretary-Treasurer 2.0 MUST ATTEND ALL 3 DAYS TO GRADUATE		<input type="checkbox"/> Monday, Tuesday, Wednesday, and Thursday - Organizing 2.0 MUST ATTEND ALL 4 DAYS TO GRADUATE	
IF YOU ARE NOT APPLYING TO THE SECRETARY-TREASURER OR ORGANIZING CLASSES, YOU MAY CHOOSE UP TO THREE FROM THE FOLLOWING COURSES:			
<input type="checkbox"/> Monday Afternoon, Half-day session Political Polarization	<input type="checkbox"/> Tuesday, Full day session Race and the Economy	<input type="checkbox"/> Wednesday, Full Day Session Labor Law	
IF YOU ARE NOT APPLYING TO THE ORGANIZING 2.0, YOU MAY CHOOSE ONE OF THE FOLLOWING THURSDAY COURSES:			
<input type="checkbox"/> Effective Online Communications: Understanding & Standing Up to Misinformation	<input type="checkbox"/> Internal Organizing	<input type="checkbox"/> Collective Bargaining	
CHECK HERE IF YOU WOULD LIKE TO TAKE THE FRIDAY MORNING SESSION:			
<input type="checkbox"/> Friday Morning, Half-day Session, Strategic Planning			
3. LOCAL UNION INFORMATION			
LOCAL NUMBER	LOCAL UNION CITY/ STATE	POSITION AT LOCAL	HOW LONG IN CURRENT OFFICE
OTHER UNION POSITIONS PREVIOUSLY HELD:			
4. APPLICANT SIGNATURE			
I certify that all the information on this form is true and complete to the best of my knowledge. I agree that the I.A.T.S.E. can share my name with its General Executive Board and with any local union. I consent to the use by I.A.T.S.E. of my name or likeness to promote or publicize the I.A.T.S.E. (whether in print or electronic form or otherwise). I hereby release I.A.T.S.E. from any and all liability for using my name or likeness and waive all claims against I.A.T.S.E. arising from the use of such information. I also hereby grant a license to I.A.T.S.E. to use my name or likeness and expressly disclaim all rights to all value and benefit(s) I.A.T.S.E. may gain through the use of such information.			
SIGNED			DATE
5. AUTHORIZATION FROM THE LOCAL UNION EXECUTIVE BOARD – THE IATSE WILL VERIFY YOUR APPLICATION WITH YOUR LOCAL.			
I certify that I.A.T.S.E. LOCAL _____ endorses the enrollment of the above-named applicant in the I.A.T.S.E. Officer Institute.			
SIGNED			DATE
TITLE		EMAIL	
FOR I.A.T.S.E. EDUCATION DEPARTMENT USE			
APPLICATION RECEIVED	STATUS AND NOTIFICATION		INITIALS

Return Completed Application via Email or Mail to:

IATSE Officer Institute, 207 West 25th Street, Fourth Floor, New York, NY 10001

Email: officerinstitute@iatse.net Facebook/Twitter: @iatse

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All courses are offered for both Canadian and U.S. locals.

OFFICER INSTITUTE: SECRETARY TREASURER 2.0 This training offers advanced work in issues of Financial Record Keeping, IATSE procedures, Fiduciary Responsibility, Fraud Prevention, Taking Minutes, and more. Content will be tailored for both Canadian and U.S. local leaders who have graduated from the IATSE Officer Institute *and/or* currently hold office as Secretaries and Treasurers in their local unions. *PRE-REQUISITE: You must currently hold office in your Local Union as Secretary or Treasurer or (regardless of office) be a graduate of a prior IATSE Officer Institute.*

OFFICER INSTITUTE: ORGANIZING 2.0 This 4-day course includes: Labor Law and the Mechanics of an Organizing Campaign; Best Practices and Tactics; Targeting and Strategy; Messaging to the Public, Unrepresented Workers, and the Membership; Developing a Blueprint, and more. *Local Unions are encouraged to send candidates who have the power to move an action forward in their Local which fosters growth and strength.*

POLITICAL POLARIZATION We are living in a time of polarization, and it shows up in many ways: in our politics, in our locals and in our communities. We cannot hide from what is all around us and, in fact, we can play a role in creating a better culture in our locals. This ½ day class will define and lay bare the issue of polarization and offer a path to greater understanding of the issues, strategies, and actions that focus on respectful and constructive dynamics.

RACE AND THE ECONOMY The labor movement strives for greater solidarity among workers. As such, we need to understand what divides us, so we can unite more effectively. This training helps participants discern how systemic racism operates as an economic tool that weakens power for working people. We look at recent data as well as key events in our country's history to learn more about how racism contributes to the racial wealth gap. In addition to core understanding the class will build skills to collectively advocate for policy changes that improve economic conditions.

LABOR LAW This workshop is specially designed to introduce union members and labor leaders to the laws governing the operation of labor unions, covering relationships with workers and employers, the duty of fair representation, contract negotiations, organizing, internal union procedures, new cases dealing with social media, small bargaining units and more. Emphasis will be placed on the practical day-to-day application of the law, to help students gain confidence in running their locals, creating organizing strategy, and negotiating and interpreting their contracts. Class work will include lectures and group exercises. This course will serve as a good introduction to Labor Law for new officers, and a review for more experienced officers.

COLLECTIVE BARGAINING This course will teach tools and techniques for effective local union contract negotiations, including the importance of advance strategic planning, how to select and manage a bargaining committee, determining the local's objectives, priorities and bargaining positions, writing proposals, anticipating management demands, negotiating-table basics, communications with workers and others about negotiations, discussion of contract campaigns, what to do during eleventh-hour negotiations, how to settle difficult issues and reach an agreement, and preparing a memorandum of agreement. The class is interactive and participatory and will include a mock bargaining session in which all students will participate. This course is appropriate for local union officers who negotiate directly with employers on behalf of their workers, and union members who are scheduled to serve on or lead negotiations on behalf of their locals.

EFFECTIVE ONLINE COMMUNICATIONS: UNDERSTANDING AND STANDING UP TO MIS-INFORMATION This class looks at the ecosystem of mis/dis/mal information and how to strategically build online communication tools and messages that build our union. For some members, their strongest connection to our union is online and through social media. Components of the course will include historical context, hands on tools, and narrative message development.

INTERNAL ORGANIZING Strong local unions are those where the members are connected and engaged. Building these connections and engagement can into strong contracts, better wages and working conditions, and a more-skilled workforce. This one-day training will teach leaders step-by-step best practices and considerations that will grow your unique vision into a stronger and engaged democratic organization. Course work will include speaking in front of the group and other forms of practice and participation by all students and is designed for engaged members who are ready to take a step forward to expand their skills.

STRATEGIC PLANNING This class explores the process organizations undertake when doing long-range planning and applies it to labor unions. Students will learn the components of a strategic plan and the process for developing one that is relevant to their situations. All of this lays out solid considerations for working with your teams and moving your local forward to build higher capacity and effectively represent workers, communicate clearly, and set and achieve long term goals.