

Developing and Supporting What FEA Worksite Leaders Do

Breakout Sessions from 8:45 to 10:45 a.m. (w/ break included)

- **Facilitator and Quick Group Member Introductions**
- **Check in on Previous Night's Session: Reactions? Comments? Questions?**
- **Sharing of Session Objectives:**
 1. To examine the document "*What FEA Worksite Leaders Do*" and to adapt it for potential use by your local union
 2. To review various elements of supporting worksite leadership as a "system" and to discuss how to take support for your local union's worksite leaders "to the next level."
 3. To identify specific actions steps for your goals over the summer and during back to school 2015-16.
- **Allow approximately 30 minutes per objective.**

OBJECTIVE #1

Refer to handout "What FEA Worksite Leaders Do" and explain instructions:

- This draft document is an attempt to clarify and codify in very specific way a suggested set of possible expectations for the job of union worksite leaders, whatever you call them (steward, building rep, association rep, etc.)
- It is very literally a draft document; a set of suggestions since FEA has no ability to enforce it as a standard for any local.
- It is hoped, however, that you find this a useful starting point for making the job of worksite leaders in your local more clearly understood and discussable so that you are better able to support them and help them be most effective.
- So in the first part of this session we will work by local teams to examine this document and begin adapting it for use in a way that makes sense for your local. Here is what we are asking you to do.
- Read the entire document straight through to take it all in.

- Then working with your team, go through the list item by item and sort the list in the following way:
 - Circle the number of these items that you agree are “the easiest lift,” i.e., things your worksite leaders are already doing or you think generally agree is currently an expectation of their role.
 - Underline the number of the items that will be “a heavier lift,” i.e., those items that you believe most of your worksite leaders do not currently do and do not generally understand are part of their role.
 - Place an X over the number of any items you consider to be unrealistic at this time, i.e., things you do not want to consider as part of the expectations for worksite leaders in your local.
- Now looking at the items you have circled and underlined, place them in priority order in each of the four sections, i.e., re-number them as you would want them to appear if you were to make this document your own.
- Finally, look at each item in your list and edit the wording in any way to make it work better for your local BUT with the goal of not “watering down” any item by making it less specific.

REPORT OUT: How did you do? Who thinks they circled the most items? Underlined the most? Xed out the most? Did you end up doing a lot of re-ordering? How about editing? Was this useful? What do you think you will do with this next? (**IMPORTANT:** Guide discussion about working to have worksite leaders “own” whatever expectations local unions already have or adopt as a result of this process, i.e., don’t just “drop this on the” and expect their support.)

OBJECTIVE #2

Refer to handout “Supports for Worksite Leaders” and facilitate a group conversation. For each item, ask questions like:

- What are you doing in this area that is working for us?
- What are things you are doing better, more effectively or more creatively than you have in the past?
- What is not going so well? Where are areas or what are things we need to improve, do better do differently, etc.?

- What ideas can we come up with to take what we do in this area to “the next level?”

GOAL: Try to motivate the group to share ideas one another, to brainstorm new ideas, to think about how to build upon their current commitment to supporting their worksite leadership structures.

OBJECTIVE #3

Explain the third and final part of the session will be local union team time. Each local in the room should meet to discuss, decide and be prepared to report on the following:

What are at least three specific things your local will commit to do to build its worksite leadership structure as a system over the summer and in conjunction with back to school for the 2015-16 school year? Be as specific as possible, i.e., what is to be done by whom, by when and to what level of quality.

REPORT OUT: As time permits, have each local report out the one idea they come up with that they are most proud of, consider the most “groundbreaking,” etc.

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