UAW EDUCATION DEPARTMENT
2022 WORKSHOP CATALOG
## Table of Contents

This catalog contains workshops developed by the UAW Education Department and is not all inclusive of the workshops and trainings offered by the entire International Union, UAW, including Regional training, Summer Schools and Retiree Conferences.

Workshops with the UAW Cloud icon are available through the UAW Online Education Platform in self-paced, 30 to 90 minute courses. For more information regarding online workshops, please contact your local union leadership.

<table>
<thead>
<tr>
<th>WORKSHOP TITLE</th>
<th>PAGE</th>
<th>ONLINE</th>
</tr>
</thead>
<tbody>
<tr>
<td>A Day’s Work</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Bargaining for Bargainers</td>
<td>14</td>
<td></td>
</tr>
<tr>
<td>Building Unionists</td>
<td>14</td>
<td></td>
</tr>
<tr>
<td>Citizen Earth: A Call for Collective Action</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Community Services Committee</td>
<td>11</td>
<td></td>
</tr>
<tr>
<td>Conservation and Recreation Committee</td>
<td>11</td>
<td></td>
</tr>
<tr>
<td>&amp;RQVXPHUSDLUV&amp;RPPLWWH</td>
<td>11</td>
<td></td>
</tr>
<tr>
<td>Creating a One-Year Strategic Plan</td>
<td>11</td>
<td></td>
</tr>
<tr>
<td>Disaster Preparedness</td>
<td>11</td>
<td></td>
</tr>
<tr>
<td>Education Committee</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>(FWLYHGXFDWRU7UDLQLQ)</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>(FWLYH8QLRQ0HHWLQ)V</td>
<td>14</td>
<td></td>
</tr>
<tr>
<td>Ending Sexual Harassment in the Workplace</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Globalization 101</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Grievance Handling</td>
<td>14</td>
<td></td>
</tr>
<tr>
<td>Topic</td>
<td>Page</td>
<td></td>
</tr>
<tr>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>------</td>
<td></td>
</tr>
<tr>
<td>It Starts With Me</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Keys to Effective Standing Committees</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>Layoffs, Closings and Strikes: The Role of the Community Services Committee</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>Leadership Essentials</td>
<td>14</td>
<td></td>
</tr>
<tr>
<td>Leading With Vision</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>Lessons From Labor History</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Member-To-Member 2.0: A Guide for Building a Membership Communication Program</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>Money Matters</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Multicultural Awareness</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Our Union Inside and Out</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Roles Of Officers</td>
<td>15</td>
<td></td>
</tr>
<tr>
<td>Runaway Inequality</td>
<td>7</td>
<td></td>
</tr>
<tr>
<td>Strategic Planning to Grow Your Standing Committee</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>Strengthening Our Union</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>Talkin’ Union</td>
<td>7</td>
<td></td>
</tr>
<tr>
<td>The Ethical Consumer</td>
<td>7</td>
<td></td>
</tr>
<tr>
<td>Understanding Bargaining</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>Understanding Bargaining and Strikes</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>Understanding Grievances</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>Understanding Strikes</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>Union Label Committee</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>Using the UAW Constitution</td>
<td>9</td>
<td></td>
</tr>
</tbody>
</table>
BUILDING OUR UNION

The “Building Our Union” series is intended for the widest range of our membership. These workshops lay the foundation for empowering our members to embrace the ongoing fight for social and economic justice for all workers. Each workshop is designed so that participants receive useful information which benefits their personal lives, their worksites, and communities. At the end of each workshop, participants will receive the prerequisite knowledge and strategies that are aligned with our union’s core values and empower our members with a call to action that will expand their union journey.

Subjects range from the lessons we’ve learned throughout the labor movement, to tips for improving our own personal finances. In addition, participants will learn about climate change, ethical consumerism, how to engage in their local union, an introduction to the bargaining process, and how grievances work.

Most workshops are three hours in length and are appropriate for both new members and senior members alike.
A Day's Work

This workshop is centered around the award-winning documentary “A Day’s Work.” Participants will understand the human costs of the growing staffing industry whose goal is to redefine the employer-employee relationship. When it comes to wages, economic security and safety, staffing agencies drive down standards for all workers. Participants will also explore ways to fix this problem and be inspired into action!

| 3 Hours |

Citizen Earth: A Collective Call to Action

In 2020, we marked the 50th anniversary of Earth Day, an event that put in motion the modern environmental movement. The UAW was instrumental in its creation and continues that tradition today. Our union has always advocated for workers to have a high quality of life not just at work, but in our communities as well. This workshop explores the connection between pollution and our health and well-being. It also provides tips on how simple changes in our behavior can have big payoffs for the planet we share.

| 3 Hours |

Ending Sexual Harassment in the Workplace*

This course explores the UAW’s position on sexual harassment, helps members understand what constitutes harassment, and how sexual harassment undermines our solidarity and union power. Participants will learn how to identify and address sexual harassment using UAW protocol and bystander intervention. Upon completion, participants will have a strong understanding of key issues related to sexual harassment and a commitment to stand in solidarity with our union family.

*This workshop must be facilitated by UAW Education staff.

Globalization 101

This workshop discusses our economy from a worker’s perspective, provides some of the history surrounding the U.S. economy, and explains what drives our economic model. Participants will understand how technology is accelerating and expanding the process of globalization, how legislation creates the global system, how the laws that protect workers are being weakened, the goal of the neoliberal agenda, and how our power can shape the system.

| 1 or 3 Hours |

It Starts With Me

A primer workshop for all new members to understand the power of labor unions and the role we all play in keeping our union strong.

| 3 Hours |
**Lessons From Labor History**

This workshop takes nine key lessons from our past, which teaches us about who we are and how to succeed. From understanding the connection between politics and our contracts, to appreciating the sacrifices made by union brothers and sisters, this workshop distills labor's history into teaching moments that can chart the path forward for the labor movement.

<table>
<thead>
<tr>
<th>1 or 3 Hours</th>
</tr>
</thead>
</table>

**Providing members with strong consumer education is the natural partner to effective collective bargaining. Improved wages are easily undone if members are subject to predatory lending or overextended credit. This workshop provides common sense budgeting tips, strategies for building an emergency fund, and simple advice on avoiding the pitfalls of endless debt.**

<table>
<thead>
<tr>
<th>3 or 6 Hours</th>
</tr>
</thead>
</table>

---

**Our Union Inside Out**

This workshop is gamified! Participants use a free app to interact with each other and learn the structure of our union, why it pays to belong and what each standing committee does. Participants will identify areas where they can get involved in their local union, understand the challenges labor unions face today, and understand why our union works with other unions in the United States and globally. This workshop requires a good Wi-Fi connection, and each participant must have a smartphone.

| 3 Hours |

---

**DID YOU KNOW?**

The United States has had the **BLOODIEST** and **02679,2/(17)** labor history of any industrial nation in the world.

*Workshop (Lessons From Labor History)*
Participants in this workshop will learn what a financialized economy is, why workers’ wages and productivity no longer rise together, and how the corporate agenda has affected our economy and society. This workshop also explores the gap between worker wages and CEO pay, how financial strip-mining is taking money from companies and putting it into a few hands, and how institutional racism has been used to divide working people. This training aims at equipping members with the tools needed to talk with others about why workers are undervalued, and to build power inside and outside our union.

**Talkin’ Union**

When it comes to talking about organized labor, how you talk is as important as what you say. This workshop delves into 10 lessons of effective communication when it comes to our union. Examples include: the power of leading by example and the downside of debating.

3 Hours

**The Ethical Consumer**

This workshop does a deep dive into the ethical considerations when purchasing goods and services, and how union-made and USA-made ties into those principles. Participants of this workshop will learn how to locate union-made and USA-made goods, why it’s imperative to make an effort, and the importance of spreading the word to family and friends. Ultimately, the goal of this workshop is for participants to understand the power of their wallets and how their spending affects union jobs.

3 Hours

**DID YOU KNOW?**

According to the Economic Policy Institute, the average CEO pay in 2020 was 351 times the nearly $61,000 annual average pay of the typical American worker.

Workshop (Runaway Inequality)

**UAW 101/New Member Orientation**

This workshop was created for new members to understand that they are the UAW! Participants will learn what the UAW is all about, the importance of our union in the workplace and in the community, the strength and structure of our union, why it pays to belong and how they can become union activists. It is highly recommended that local unions provide each participant with a New Member Kit, available through the UAW Supply Booklet. Local unions are encouraged to include a copy of their contract, bylaws, local union meeting and events schedule, and local union leadership’s contact information. This workshop can be adapted to run from 30 minutes to three hours.

30 Minutes - 1 Hour - 3 Hours
# UAW Core Values

When we understand the principles upon which our union was built, we understand the path forward. This workshop focuses on four of our union’s core values that are found in our constitution. First, we must build and maintain strong contracts. Second, all are equal. Third, we fight for everyone, not just ourselves. And fourth, we understand the importance of electing pro-worker candidates. These four pillars define the UAW and serve as a guidepost for all members. This workshop can be taught as a 30-minute or one-hour presentation, or a three-hour interactive workshop.

## Understanding Bargaining

A workshop designed for rank-and-file members to understand the vitally important process of bargaining. Participants learn the role of the law and member solidarity and how the interplay affects what we get at the table. Highly recommended for local union membership facing a bargaining year.

| 2 Hours |

## Understanding Strikes

A workshop designed for rank-and-file members to understand the vitally important process of strikes. From how strikes happen to why they are effective, this workshop is highly recommended for local union membership facing a tough bargaining year.

| 2 Hours |

## Understanding Bargaining & Strikes

This workshop combines Understanding Bargaining with Understanding Strikes into one three-hour session that will equip all rank-and-file members to play a pivotal role during bargaining.

| 3 Hours |

## OUR FOUR UAW CORE VALUES

- %8/,’$0$,17$,1$1’ 3527(& 7 standards in contracts
- All are **EQUAL**
- We fight for **ALL**
- The **BALLOT BOX** is connected to the **BREAD BOX**

*Workshops (Core Values, Lessons From Labor History, UAW 101)*
Understanding Grievances

Collective bargaining works because we enforce our contracts through grievance procedures. But how well do members understand the process, when they may never be involved in filing a grievance? When members understand the grievance process, they are empowered union members. That helps keep management in check and it also gives members a solid grounding when it comes to their contract.

3 Hours

8QLRQ0HHWLOJDQG0H

Much of the business of our unions takes place at the union meeting. This workshop is a useful introduction for rank-and-file members to understand the structure of union meetings and the role Robert’s Rules of Order plays in moving our agenda along.

3 Hours

Unlearning Hate

Nothing is more destructive to solidarity than hate, especially hate against a group of people. How that kind of bigotry seeps into our daily thinking will surprise you. This workshop explores how we learn hate so we can unlearn hate.

1 or 3 Hours

Using the UAW Constitution

The UAW Constitution is the supreme law of our union, amended by majority vote by the delegates to our Constitutional Convention. Every member should read our UAW Constitution when joining in union and every four years, as amendments are made. This brief 15-minute course teaches participants how to navigate the Constitution and find the information they are looking for. It’s a great fit to add onto any other workshop and for presenting at local union meetings.

0LQXWHV

“There is no GREATER CALLING than to serve your fellow men. And, no greater SATISFACTION than to have done it well.”

~ Walter Reuther
STANDING TOGETHER

Standing committees help lay the foundation for the inner workings of our local unions. As such, the “Standing Together” series will help local unions take the next step to reaching their full potential.

Our UAW Constitution mandates that each local union have ten standing committees, and the workshops in this series align each with their constitutional intent.

Aside from content and training for specific standing committees, every local union standing committee will benefit from the broader workshops that provide tips and tools to grow and improve their effectiveness.

Additionally, many standing committees, like community services, will benefit from strategic drill-down topics such as disaster preparedness, and effective educator training.
### Community Services

Participants will learn their role in plant closings, strikes and layoffs. They’ll also learn how to prepare for natural disasters: like hurricanes, tornadoes and earthquakes. In addition, this workshop covers how to build a community services network, develop an action plan and how to report at membership meetings.  

| 3 Hours |

### Conservation and Recreation

The Conservation and Recreation Committee is the only hybrid standing committee mandated in the UAW Constitution. It brings together two distinct yet similar areas of concern to our union: concern for ecological matters and the importance of recreation and family activities. Both concerns evolved from our union’s early commitment to building a better society that extended beyond the four corners of work. This workshop is a basic primer providing history on this standing committee, as well as presenting the activities of today’s Conservation and Recreation Committees.  

| 3 Hours |

### Consumer Affairs

The Consumer Affairs Committee monitors the social conscience and performance of companies in order to ensure members consume safe and honest products and services. This committee helps protect our union brothers and sisters by educating them on scams, unfair lending practices and other consumer pitfalls. This workshop lays the foundation for an effective consumer affairs committee.  

| 3 Hours |

### Disaster Preparedness

Natural disasters wreak havoc on our lives and economy. This workshop teaches participants basic survival tips such as: preparing a survival kit, how to find drinkable water in your home, how to identify safe exits, etc. We then go a step further and share tips for your local union on how to set up a communications network and save important records, as well as bargain an emergency plan at your worksite.  

| 4 Hours |

### DID YOU KNOW?

When we buy union, we know that the workers who produced that product or service had a **VOICE** in their working conditions, and earn a **LIVING WAGE**.

*Workshop (Consumer Affairs, The Ethical Consumer)*
### Effective Educator Training

This interactive workshop helps members develop facilitation skills, understand adult learning theory, and how to use digital and visual aids to provide education at their local union.

*This workshop must be facilitated by UAW Education staff.*

| 9 Hours |

### Layoffs, Closings and Strikes: The Role of the Community Services Committee

The mandate of the Community Services Committee is to support members in times of need. That often means strikes, layoffs or closings. This workshop gives Community Services Committee members an overview of this important work as well as guidelines on how to prepare for these challenging events.

| 3 Hours |

### Strengthening Our Union

This interactive experience focuses on the importance of building the power of the local union through standing committees. Participants will learn the purpose and function of each standing committee and what types of members are the best fit for each committee. There is built-in discussion centered around strategies for building member relationships, increasing member involvement and brainstorming ideas for committee events and projects.

| 3 Hours |

### Union Label

Union Label is one of the original standing committees of our union. It’s for a very good reason, as the work of this committee covers the importance of educating the public about unions and our members about their purchasing power. This workshop explores creative ways existing union label committees are carrying out the message today.

| 3 Hours |
LEADING FOR CHANGE

As we get into the “Leading for Change” series, we begin to explore subjects that are suitable for those in, or those aspiring to be in leadership positions. These workshops will help you tap into activating your membership for action, improving your personal leadership skills, and expanding your skills in bargaining and grievance handling.

Many of these workshops can be taught in three-hour sessions, while others require a full day to deep dive into the subject matter.

At the end of each workshop, participants will have additional tools in their toolbelt to build better relationships with their constituents and learn how to build the power of mobilization and solidarity.
<table>
<thead>
<tr>
<th>Workshops</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bargaining for Bargainers</td>
<td>9</td>
</tr>
<tr>
<td>Building Unionists</td>
<td>3</td>
</tr>
<tr>
<td>Effective Union Meetings</td>
<td>3</td>
</tr>
<tr>
<td>Grievance Handling</td>
<td>3 or 8</td>
</tr>
<tr>
<td>Leadership Essentials</td>
<td>4</td>
</tr>
</tbody>
</table>

**Bargaining for Bargainers**

Participants in this workshop will gain an understanding of the many topics involved in the collective bargaining process, learn the roles and responsibilities of the bargaining committee, learn about the resources provided by the International Union, UAW, and develop confidence in their ability to participate in the bargaining process. The class ends with a mock bargaining exercise.

**Building Unionists**

This workshop is designed for leaders who want to strengthen the power of their union by building activism in their membership. Building unionists doesn't happen automatically: it takes effort and leadership, and this workshop will help leaders channel their energies into a program that helps everyone.

**Effective Union Meetings**

This workshop will help leaders plan and facilitate effective union meetings. The class focuses on laying out objectives, meeting preparation, parliamentary procedure, and the role of the Chair. The workshop includes a mock meeting and teaches strategies for getting more members to attend meetings.

**Grievance Handling**

This workshop explores what is expected of a grievance handler, how to properly investigate, determine if an issue is a complaint or a grievance, the importance of the grievance fact sheet, and the difference between an individual, group, and policy grievance. Participants will also learn how to properly write a grievance. This workshop can be done as a three-hour overview or an eight-hour in-depth course.

**Leadership Essentials**

Effective leadership is embedded in every layer of our Union, from the local unions to the International, and is critical to us accomplishing our union’s mission. In this workshop, participants will develop a vision for how their local union can become stronger and learn to set goals that create a pathway to success. Participants will also learn the best practices of effective leaders, including communication and public speaking skills. This workshop is designed for both elected local union leaders and members who are looking to develop their activism within the union.

**DID YOU KNOW?**

Robert’s Rules of Order ensure that members have a voice in the business of their local union.

*Workshop (Effective Union Meetings)*
Leading With Vision

Defining leadership and the elements of a great leader is the first step in understanding how to lead with vision. Our union was built on the shoulders of men and women who knew that their role was to inspire change in others. This workshop explores those traits and helps participants evaluate their own strengths and weaknesses.

3 Hours

Member-To-Member 2.0: A guide for Building a Membership Communication Program

The foundation of building a strong union is effective membership communication. The Member-2-Member (M2M) program is built around co-workers talking with one another about important issues facing the labor movement. Traditionally, these networks are based around location, i.e., where members work. In this workshop, we explore building a new kind of network centered on interests, using our Standing Committees as structures for communication. *This workshop must be facilitated by UAW Education staff.*

3 or 6 Hours

Roles of Officers

This four-hour workshop is a great fit for newly elected leaders to learn the duties and responsibilities of the president, vice president, chairperson and recording secretary. Participants will discuss some do’s and don’ts of local union leadership, learn surrounding information related to these leadership roles and will leave with a good understanding of how the local union executive board works together to carry out the duties of our union.

4 Hours

“EDUCATION shall be a MANDATORY part of the business of the International Union and of EACH LOCAL UNION, particularly education in labor history, labor problems, the objectives of the International Union and the problems of the International Union, its members and their families.”

~

UAW Constitution
Article 27, Section 1
### Recommended Track of Courses

#### Friends & Allies
- UAW 101 (30 minutes)
- Globalization 101 (3 hours)
- Lessons from Labor History (1 hour)
- The Ethical Consumer (3 hours)
- Core Values (30 minutes)

#### Schools
- Elementary School
- Middle School
- High School

#### Rank & File
- Lessons from Labor History (3 hours)
- Talkin’ Union (3 hours)
- UAW 101 (3 hours)
- Core Values (3 hours)
- Understanding Bargaining (2 hours)
- Understanding Strikes (2 hours)
- Understanding Bargaining & Strikes (3 hours)
- Understanding Grievances (3 hours)
- Union Meetings & Me (3 hours)
- Unlearning Hate (1 or 3 hours)

#### Elected Leadership

**Legal Basics of Union Leadership**
- Bargaining for Bargainers (9 hours)
- *Duty of Fair Representation (1 hour)
- Grievance Handling (3 or 8 hours)

**Running Your Local Union**
- Member-to-Member 2.0 (3 hours)
- Effective Union Meetings (3 hours)
- Roles of Officers (4 hours)
- *Local Union Elections

**Leadership Skills**
- Building Unionists (3 hours)
- Leadership Essentials (4 hours)
- Leading With Vision (3 hours)
- Multicultural Awareness (8 hours)
- Ending Sexual Harassment in the Workplace (4-6 hours)

---

*Duty of Fair Representation and Local Union Elections training is provided by the Presidents Office. Please contact your Servicing Representative to request these workshops.*
Recommended Track of Courses

**BASICS**
- Strengthen Our Union (3 hours)
- Keys to Effective Standing Committees (3 hours)
- Strategic Planning to Grow Your Standing Committee (3 hours)

**UNION LABEL**
- Union Label Committee (3 hours)
- The Ethical Consumer (3 hours)
- Globalization 101 (3 hours)

**COMMUNITY SERVICES**
- Community Mobilization (3 Hours)
- Community Services Committee (3 hours)
- Layoffs, Closings & Strikes: The Role of the Community Services Committee (3 hours)
- Disaster Preparedness (3 hours)

**CONSUMER AFFAIRS**
- Consumer Affairs Committee (3 hours)
- Money Matters (3 or 6 hours)

**EDUCATION**
- Education Committee (3 hours)
- Effective Educator Training (3 hours)

**CONSERVATION & RECREATION**
- Conservation & Recreation Committee (3 hours)
- Citizen Earth (3 hours)

**OTHER DEPARTMENTS OFFERING WORKSHOPS**
- Citizenship & Legislative (also known as CAP)
- Civil & Human Rights
- President’s Office
- Health & Safety
- Women’s
We'll take a deep dive into running an education committee and explore resources available for local unions. There will be an emphasis on facilitation and communication skills. This conference is a good fit for members, experienced and novice, who serve on their education committee.

A special opportunity for members and their families to immerse themselves in our union’s history, goals and values. Filled with fun, solidarity, education and relaxation. Often called a “life changing” week. Classes are arranged by age group:
- Adults
- 9th -12th grade
- 6th - 8th grade
- 2nd - 5th grade
- Pre K - 1st grade

The future of our union rests in the hands of the next generation, our young workers. This conference is aimed at UAW members under the age of 35. Emphasis will be placed on core education, such as labor history and UAW structure. This is a good foundational conference for budding activists.

This institute is for current and aspiring local union elected leaders committed to building a stronger UAW for today and tomorrow. Delegates will participate in workshops on the responsibilities of officers, grievance handling, running union meetings, leading with vision, the duty of fair representation, UAW Ethical Practices, and Article 33 of the UAW Constitution.
The EAP Conference will provide members with an understanding and best practices for their Employee Assistance Program. We'll be bringing in several experts to discuss a wide range of topics related to EAP.

In addition to in-person learning, the UAW Education Department conducts several Virtual Conferences (VC) throughout the year. This online virtual learning environment offers convenience for those unable to attend in-person workshops.

Utilizing Zoom video technology, these workshops are held over the course of one or two days and allow members to participate from their local union or other individual location.

**BE ON THE LOOKOUT FOR:**

- Standing Committees VC
- Community Services Committee VC