

UNION STEWARD

RESPONSIBILITY

AND

LEADERSHIP

ON THE JOB!!



UNION STEWARD

IRONWORKERS LOCAL 377'S REPRESENTATIVE
ON THE JOB!

CLASS OUTLINE

- SELF-INTRODUCTIONS
- STEWARD APPOINTMENTS
- STEWARD'S DUTIES
- NUTS AND BOLTS
- READING RECEIPTS
- FILLING OUT A STEWARDS REPORT
- DISPUTE RESOLUTION
- INJURY REPORTS AND PROTOCOL
- DISCUSSION AND QUESTIONS
- CONCLUSION

STEWARD APPOINTMENTS

- The Agreement

SECTION 27. Job Steward

A steward shall be a working journeyman Iron Worker, appointed by the Business Agent, who shall, in addition to his work as a journeyman, be permitted to perform during working hours such of his union duties as can not be performed at other times.

Notes

STEWARD'S DUTIES

- **The By-Laws**

Section 2.

- Job Stewards shall check membership dues receipts and permit receipts on the second and fourth Friday of each month and turn in Steward report cards for those days
- Members dispatched from the Union Hall or reporting to a job must show their membership cards to the Job Steward prior to starting work...

NUTS AND BOLTS

- **CONTRACT MONITOR**
Study and understand the Ironworkers Master Agreement for our District Council jurisdiction. Try to identify and resolve problems informally before they become serious disputes. Bring problems of more general concern to the attention of the business agents.
- **LEADER**
Inspire members to support the union, our goals and our programs. Encourage participation in local meetings and involvement in union activities.
- **ORGANIZER**
Welcome and get acquainted with new workers in our trade. Offer them assistance in adjusting to their new job, and inform them about the union.
- **POLITICAL ACTIVIST**
Encourage members and their families to register and vote. Promote political education and urge members to volunteer for political activities in support of the labor movement.
- **COMMUNICATOR**
You are the union representative on site and should be the link between working members and the local officers.

READING RECEIPTS

- **Apprentice**
- **Journeyman**
- **Traveler**
- **Probationary**

Notes

STEWARD'S REPORT

- Submit steward's cards end of 2nd and 4th week of each month.
- All Iron Workers must show dues receipt to steward when signing card. Boomers must show dobie and home local receipt.
- Fill out all information front and back.

DISPUTE RESOLUTION

- Study the Agreement.
- Identify and resolve problems informally *before* they become serious.
- If necessary, call a Business Agent for clarification or assistance.
- **BE CONSTRUCTIVE!**

INJURIES ON THE JOB

- Attend to the immediate needs of the injured worker, including the application of first aid *if you are qualified*. Notify supervision. If accident is serious, call the Hall.
- Take care of personal needs (such as vehicle and tools).
- Accompany injured worker to hospital if necessary (no loss in pay).
- Complete an injury report form and note the accident on the Steward's card.
- Company should fill out an accident report (WC-1 Form).

Notes
