

ORGANISING & RECRUITMENT

Week 3 Date ___/___/___

09:00 FOLLOW UP TO WORKPLACE REPORTS

Group 1	R	Group 2	R	Group 3	R	Group 4	R	Group 5	R

Activity - "Organising for recruitment" - page 3.6

Working in groups compare the notes from your workplace reports and identify an area in each person's workplace where there is a opportunity for recruiting new members. If your workplace currently enjoys 100% membership then work with your partner to address their issue.

To Be Recruited / Retained		
Concerns / Reasons for not joining		
Possible Responses		
Where to approach them		
When		

10:20 BREAK

10:40 ORGANISING FOR RECRUITMENT

Activity - "Starting Points for Recruitment" - page 3.2

Compile a list of reasons people may give for not joining a trade union. Try and get at least 10. Nesxt think of counter arguments to negate these points.

20 mins for activity

11:30 FEEDBACK

12:00 LUNCH

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Trade Union Representatives Stage 1

13:00 COURSE MEETING

	Name	Moved	Seconded
Chairperson			
Secretary			

AGENDA

<u>Apologies</u>			
<u>Minutes of Previous Meeting</u>	Moved	Seconded	vote
<u>Matters Arising</u>	Raised by	Issue	action
<u>Correspondence</u>	Raised by	Issue	action
<u>Workplace Issues</u>	Raised by	Issue	action
<u>Course Issues</u>	Raised by	Issue	action
<u>Motions</u>	motion	Moved Seconded	Vote for : - against : - abstain :
<u>AOB</u> Election of Chair / secretary			

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13:30 RECRUITING MEMBERS ONE-TO-ONE

This afternoon we are going to do an activity based upon the one shown on page 3.8 of your books. This will be the first time we have introduced 'role play' into the coursework.

We will split into three groups comprising TU reps, non-TU members and observers. Each group will have some time to prepare then you will split into threes made up of one member from each of the groups. The TU rep will then attempt to recruit the non-member into the union based upon the arguments we looked at earlier today. The non-member may have a number of questions and concerns to raise with the rep. The Observer's role is to make notes on the conversation and look for any key points that the rep makes to put their case over and also look at the questions raised by the non member.

TRADE UNION REPS

Your initial task is to work in a group and formulate a list of points to make as you speak to the non-members. Try also to anticipate any questions they may raise and think how to address them. Work on this collectively and go into your interviews armed with the same checklist. There is a guide for you on page 3.9

NON-MEMBERS

Your initial task is to prepare a list of questions and points you will want to raise when you meet the union rep. Your guide is on page 3.10

OBSERVERS

Prepare a checklist of points that you think may be raised by each side and any points that will indicate to you whether the Union Rep is coming across in a positive way. Your guide is on page 3.11.

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ORDER OF PLAY

TU REPS - ROOM F10 - (13:15)

All three groups begin work collectively

REPS REJOIN OTHERS IN ROOM F9 - (13:30)

Form groups of 3 and conduct interviews in F9,

GROUPS FROM AM SESSION GIVE PRESENTATIONS in F9 - (13:45)

OBSERVERS GIVE FEEDBACK ON THE WHOLE ACTIVITY - (13:55)

PRESENTERS

14:10 POINTS TO NOTE

Open forum discussion - notes on white board. What were the best arguments raised by the union reps / what were the main objections raised by the non-members.

14:20 BREAK

14:40 ISSUE BASED RECRUITMENT

Activity - "Issue centred recruitment" - page 3.6

People are more likely to join a union when there is an issue that they are concerned about. This could be either individual or collective. The activity on page 3.16 uses the information from your workplace reports from last week. From your reports identify two key areas of concern and discuss how you would address these in a recruitment situation. Produce a flipchart of the concerns you have addressed and the way you would tackle them.

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30 minutes for activity.

15:15 FEEDBACK

Take feedback in open forum and make notes on whiteboard.

15:40 RECORDS OF ACHIEVEMENT

Page Number	Item	Level	How Achieved	Evidence
7	2.1	1	GD	PO, CF
7	2.1	2	RP	PO, CF
7	2.2	1	GD	PO, CF
11	2.3 - chair + sec	2	CM	PO

15:50 WORKPLACE REPORT

Workplace Report "Finding out about the union" – page 4.2