

UNISON West Midlands

Education Programme 2024

Courses Spring Term 2024

Course name	Description	Format	Date and time
The Organising Steward	All the basics new stewards and workplace reps need to know.	In person	Five Tuesdays, 9 Jan – 6 Feb, 10am – 4pm
TUC Union Representatives Stage 1	All the basics new stewards and workplace reps need, including representing members.	Online	Ten Wednesday mornings, 10 Jan – 20 Mar, 10am – 12pm
Introduction to Health and Safety	Essential starting point for new health and safety reps.	In person	Five Thursdays, 11 Jan – 8 Feb, 10am – 4pm
Further Representational Skills (Grievance and Disciplinary)	Follow-on course for stewards preparing grievance, disciplinary and capability cases.	Online	Tuesday 16 & Wednesday 17 Jan, 10am – 4pm
Sickness Absence Reviews	Follow-on course looking at sickness absence reviews.	Online	Tuesday 30 Jan, 10am – 4pm
The Organising Steward	All the basics new stewards and workplace reps need to know.	Online	Five Tuesday mornings, 20 Feb – 19 Mar, 10am – 12pm
Introduction to Health and Safety	Essential starting point for new health and safety reps.	Online	Five Thursday mornings, 22 Feb – 21 Mar, 10am – 12pm



Course name	Description	Format	Date and time
Introduction to Negotiating	Follow-on course identifying the aspects of good negotiating practice.	In person	Wednesday 28 Feb, 10am – 4pm
ERA Refresher	For ERA-accredited reps who need to update their accreditation.	Online	Tuesday 5 & Wednesday 6 Mar, 10am – 4pm
Supporting Reps' Wellbeing	Tools and resources to help you maintain mental wellbeing as a union rep.	In person	Thursday 7 Mar, 10am – 4pm
Maternity and Parental Rights	Follow-on course exploring the law on maternity and parental rights.	In person	Tuesday 12 Mar, 10am – 4pm

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Courses Summer Term 2024

Course name	Description	Format	Date and time
Further Representational Skills (Grievance and Disciplinary)	Follow-on course for stewards preparing grievance, disciplinary and capability cases.	In person	Tuesday 16 & Wednesday 17 Apr, 10am – 4pm
The Organising Steward	All the basics new stewards and workplace reps need to know.	In person	Five Tuesdays, 16 Apr – 14 May, 10am – 4pm
TUC Union Representatives Stage 1	All the basics new stewards and workplace reps need, including representing members.	Online	Ten Wednesday mornings, 17 Apr – 26 Jun, 10am – 12pm
Introduction to Health and Safety	Essential starting point for new health and safety reps.	In person	Five Thursdays, 18 Apr – 16 May, 10am – 4pm
Sickness Absence Reviews	Follow-on course looking at sickness absence reviews.	In person	Tuesday 30 Apr, 10am – 4pm
Dealing with a Disciplinary	Follow-on course helping stewards deal with disciplinary cases.	Online	Tuesday 14 & Wednesday 15 May, 10am – 4pm
Understanding and Challenging Sexual Harassment	Follow-on course to help tackle sexual harassment.	In person	Tuesday 4 Jun, 10am – 4pm
ERA Refresher	For ERA-accredited reps who need to update their accreditation.	In person	Wednesday 5 & Thursday 6 Jun, 10am – 4pm



Course name	Description	Format	Date and time
The Organising Steward	All the basics new stewards and workplace reps need to know for their roles.	Online	Five Tuesday mornings, 11 Jun – 9 Jul, 10am – 12pm
Introduction to Health and Safety	Essential starting point for new health and safety reps.	Online	Five Thursday mornings, 13 Jun – 11 Jul, 10am – 12pm
Dealing with a Grievance	Follow-on course covering grievance cases.	Online	Tuesday 18 & Wednesday 19 Jun, 10am – 4pm
Dealing with Capability Cases	Follow-on course covering all aspects of capability cases.	In person	Tuesday 2 & Wednesday 3 Jul, 10am – 4pm
Making Equality Central to Your Union Practice	Follow-on course exploring equality law and tools for reps.	In person	Wednesday 10 Jul, 10am – 4pm
Mental Health First Aid	Follow-on course to learn more about the Mental Health First Aider role.	In person	Monday 15 & Tuesday 16 Jul, 10am – 4pm

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Courses Autumn Term 2024

Course name	Description	Format	Date and time
Sickness Absence Reviews	Follow-on course looking at sickness absence reviews.	Online	Tuesday 10 Sep, 10am – 4pm
The Organising Steward	All the basics new stewards and workplace reps need to know.	In person	Five Tuesdays, 17 Sep – 15 Oct, 10am – 4pm
TUC Union Representatives Stage 1	All the basics new stewards and workplace reps need, including representing members.	Online	Ten Wednesday mornings, 18 Sep – 27 Nov, 10am – 12pm
Introduction to Health and Safety	Essential starting point for new health and safety reps.	In person	Five Thursdays, 19 Sep – 17 Oct, 10am – 4pm
Further Representational Skills (Grievance and Disciplinary)	Follow-on course for stewards preparing grievance, disciplinary and capability cases.	Online	Tuesday 1 & Wednesday 2 Oct, 10am – 4pm
ERA Refresher	For ERA-accredited reps who need to update their accreditation.	Online	Wednesday 16 & Thursday 17 Oct, 10am – 4pm
Dealing with a Disciplinary	Follow-on course helping stewards deal with disciplinary cases.	In person	Tuesday 22 & Wednesday 23 Oct, 10am – 4pm
Understanding Sex Discrimination	Follow-on course on using the law to challenge sex discrimination at work.	In person	Tuesday 5 Nov, 10am – 4pm



Course name	Description	Format	Date and time
Supporting Reps' Wellbeing	Tools and resources to help you maintain mental wellbeing as a union rep.	Online	Thursday 7 Nov, 10am – 4pm
Dealing with a Grievance	Follow-on course covering grievance cases.	In person	Tuesday 12 & Wednesday 13 Nov, 10am – 4pm
The Organising Steward	All the basics new stewards and workplace reps need to know.	Online	Five Tuesday mornings, 12 Nov – 10 Dec, 10am – 12pm
Introduction to Health and Safety	Essential starting point for new health and safety reps.	Online	Five Thursday mornings, 14 Nov – 12 Dec, 10am – 12pm
Making Equality Central to Your Union Practice	Follow-on course exploring equality law and tools for reps.	Online	Thursday 21 Nov, 10am – 4pm
Negotiating Skills	Follow-on course covering claims, teamwork and agreements.	Online	Tuesday 26 & Wednesday 27 Nov, 10am – 4pm
Dealing with Capability Cases	Follow-on course covering all aspects of capability cases.	In person	Tuesday 3 & Wednesday 4 Dec, 10am – 4pm

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Full course descriptions are on:

 <https://westmidlands.unison.org.uk/education-and-training-2/>

Registration is via your account on:

My UNISON www.unison.org.uk/my-unison/

Contact the West Midlands UNISON education team:

 wmeducationteam@unison.co.uk

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