

Want to improve your ability to represent co-workers as their steward?

Spend-a-Day with Advocacy Staff

Pilot Program:

- **June 18, 2012**
- **June 19, 2012**
- **June 20, 2012**

Through this program, you will gain a better understanding of how the SEIU 721 Advocacy Department operates on handling grievances, arbitrations and civil service hearings. Stewards will be exposed to at least one of type of hearing.

Stewards will also have the opportunity to be involved in:


- Preparation involved in Building a Case
- A better understanding of the role of a Steward in representation
- How best to use the Memorandum of Understanding (MOU) and Departmental Policies
- Be equipped with the skills needed to effectively handle grievances
- Experience the Civil Service hearing process

The Advanced Grievance Field Training program is designed to provide stewards with firsthand experience of the day to day responsibilities of providing quality representation.



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Program Requirements:

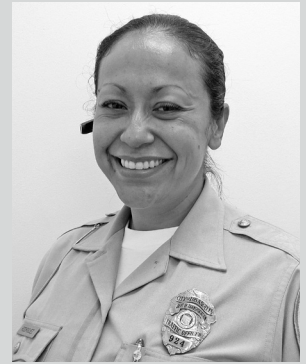
- Stewards must request for time off that day and the union will reimburse them for their time
- Stewards must participate for the full day
- Steward who are selected must submit their request for time off
- Stewards will be required to be dressed in business attire
- Stewards must exercise strict confidentiality with the cases they will be exposed to
- Stewards will be paired with an Advocacy staff to shadow in the field
- Stewards are expected to participate in a debrief and complete all applicable forms
- Upon completion of the program, stewards will be added to the SEIU Local 721 Representation Ready Steward list

“The practical lessons I learned from the Advanced Grievance Training Program gives me tools I need to effectively stand up for my co-workers so we can improve our worksite together.”



— Cynthia Molette
Transcriber Typist, Steward
LA County Dept. Health Svcs.

“The difference that I have seen from being at worksites where members have a strong voice is the quality of the Stewards and the level of training they received.”



— Brenda Rodriguez
Traffic Officer II
LA City Central

Selections Expectations:

- Must complete and submit your application by **June 1, 2012**
- To be considered for the program, the steward must have completed Advance Grievance Training and commit to learning and utilize the skills
- Final selection will be made by the members perspective Division staff
- Stewards will be notified if they are selected for the program
- Stewards cannot participate on their Regular Day Off (RDO)
- Total number of spaces available of participants per region for each day are:
 - Los Angeles County: 11
 - Los Angeles City/Orange County: 3

SEIU 721 Spend-a-Day with Advocacy Staff Advance Grievance Field Training Program Application

Last Name _____ First Name (and nickname) _____

Personal Email _____

Work Location _____ Work Phone # _____

Job Title _____ Dept # _____ Employee # _____

Home Address _____

City _____ State _____ Zip _____

Home Phone # _____ Cell Phone # _____

Emergency Contact _____ Phone # _____

Please check the date you wish to participate in the program:

Monday, June 18, 2012

Tuesday, June 19, 2012

Wednesday, June 20, 2012

Signature _____ Date _____

You can submit your application no later than June 1, 2012 to:

Rashina Young via fax at (213) 380-8040

or by mail to:

SEIU Local 721

ATTN: Rashina Young

1545 Wilshire Blvd.

Los Angeles, CA 90017

For more information, contact Rashina Young at (213) 368-8688.



SEIU is an Equal Opportunity Employer. All candidates are reviewed on the basis of merit without regard to race, ancestry, color, religion, gender, sexual orientation, national origin, U.S. military veteran Status, and mental or physical disability in accordance with applicable laws.