

VSTA School Union Team Descriptions

ROLES & RESPONSIBILITIES

The School Union Team consists of

- one Staff Representative for every 25 teachers or fraction thereof on staff
- one Health and Safety rep
- one Local Election/Political Action rep
- one Parent Advisory Committee Liaison rep
- one Professional Development rep
- one Social & Environmental Justice rep
- one Technology rep
- two Working/Learning Conditions & Bargaining reps
- the Staff Committee Chairperson
- any member of the staff elected to the VSTA Executive.

The **Staff Organization** (all VSTA members on staff) shall meet to elect school reps (except those who are members of the School Union Team by virtue of their being on the VSTA Executive) to the School Union Team in June or early September.

To the greatest extent possible, work together as a supportive team. Meet regularly to discuss issues arising at the school and information coming from Council meetings and VSTA and BCTF communications. Share routine duties, especially the distribution of VSTA and BCTF communication, among all team members on a rotational basis. While each rep has her or his particular responsibilities, be willing to assist others when needed. Depending on the school's Staff Committee constitution, some reps may also be a member of Staff Committee. At least one rep **must** be a member of Staff Committee. (Article 11.D.1)

Each School Union Team has a budget available to it of \$5.00 per staff member per school year.

Staff Representatives

- willingness to advocate on behalf of your colleagues
- attend monthly VSTA Council meetings
- effective two way communication between members and the VSTA and BCTF
- *basic* familiarity of teachers' Collective Agreement rights
- *basic* familiarity of benefits and services available to teachers
- *initial* representation of members with school administration

Health & Safety Rep

- willingness to advocate on behalf of your colleagues
- attend regular VSTA Health and Safety Committee meetings
- participate in the school's Health and Safety Committee
- effective two way communication between members and VSTA and BCTF about health and safety issues
- *basic* familiarity with WCB and School Board health and safety regulations and procedures
- *initial* representation of members with school administration around health and safety issues

Professional Development Rep

- willingness to advocate on behalf of your colleagues
- attend regular VSTA Professional Development Committee meetings
- chair the school's Professional Development Committee
- effective two way communication between members and VSTA and BCTF about professional development issues

Social & Environmental Justice Rep

- willingness to advocate on behalf of your colleagues
- attend regular VSTA Social & Environmental Justice Committee meetings
- effective two way communication between members and VSTA and BCTF about social justice issues
- work with interested staff members around social and environmental justice issues

Technology Rep

- willingness to advocate on behalf of your colleagues
- attend regular VSTA Technology Committee meetings
- effective two way communication between members and VSTA and BCTF about technology issues

Working/Learning Conditions & Bargaining Rep

- willingness to advocate on behalf of your colleagues
- attend regular VSTA W/LC&B Committee meetings
- effective two way communication between members and the VSTA and BCTF about working/learning conditions issues
- collection of data on teachers' working and learning conditions including class sizes and school staffing
- report annually to school's Staff Committee about issues arising from working and learning conditions surveys and data collection
- assist with communicating to the public changes in working and learning conditions

Parent Advisory Committee Liaison

- willingness to advocate on behalf of your colleagues
- attend PAC meetings
- communicate to parents key decisions and views of the school's staff
- report to staff key decisions and views of the PAC
- act as a conduit of VSTA and BCTF communication in support of public education

Local Election/Political Action Contact

- willingness to advocate on behalf of your colleagues
- attend VSTA Local Election/Political Action Committee meetings as called
- effective two way communication between members and VSTA and BCTF about collective political actions and election strategies
- work with interested staff members around political action

Staff Committee Chairperson

- willingness to advocate on behalf of your colleagues
- chair the school's Staff Organization and Staff Committee
- establish, jointly with the principal/vice-principal, each Staff Committee meeting's agenda