

Acceptance of Nomination to be a candidate for SEIU, UHW—West Shop Steward

(Excerpt from SEIU, UHW—West Constitution & Bylaws)

ARTICLE 8: STEWARDS

1. Stewards are the worksite leaders of the Union. A strong, democratic and effective union is built on a solid foundation of stewards at each worksite. The responsibilities and roles of a steward are defined by this Constitution and Bylaws, union policies and procedures, as well as the provisions of the collective bargaining agreements that are negotiated with the employers.
2. The diversity and complexity of the Union only allow for a general description of the steward's roles and responsibilities in this Constitution and Bylaws. The Executive Board shall set policies as necessary on all matters relating to stewards, except the basic policies that stewards be members in good standing, and that they be elected, by ballot or petition, in a work area (unit or department or cluster) defined by the appropriate worksite steward council. *[The Convalescent Division Steward Council adopted 2.24.07 a policy that requires a nomination petition must be signed by at least 15% of members in good standing in the constituent's facility. A notice for a secret ballot election will be posted for at least 7 days. The nominee MUST receive a majority of the votes cast in order to become a steward.]*
3. A steward has no greater rights than any of the members in his/her area. However, the responsibilities of a steward do outweigh those of other members. Being a steward requires that personal opinions and preferences are subordinate to that which represents the highest good to the members.
4. Stewards shall serve without compensation. However, based on the financial ability of the Union, the Executive Board shall consider and establish guidelines and policies regarding reimbursement for lost time wages and "out of pocket" expenses.
5. The responsibilities of a steward shall include, but are not limited to:
 - A. Supporting the Union's efforts to process grievances and resolve worksite issues;
 - B. Orienting new workers to the Union;
 - C. Maintaining the Union's internal organization at the worksite;
 - D. Completing core steward training and any other required training *adopted by the Division*;
 - E. Participating in the grievance appeal process, as appropriate;
 - F. Distributing and posting all appropriate information he/she receives from the Union and updating the union bulletin board;
 - G. Collecting dues or other monies if so authorized by the Union;
 - H. Representing her / his worksite in appropriate meetings of the Union and representing the interests of the members in their absence;
 - I. Attending facility, worksite, geographic, and other appropriate meetings;
 - J. Effectively leading members to defend and advance the interests of the membership;
 - K. Participating in, promoting, and recruiting for the Union's organizing and political programs;
 - L. Communicating with and leading members to implement the policies and programs of the Executive Board and the division steward council;
 - M. Mobilizing members to action.
6. Stewards shall be reelected or reconfirmed by a vote of the membership in their work area (unit, department or cluster, as defined by the worksite steward council) every three years, commencing in the first quarter of 2007.
7. In between the three (3) year election cycle, a steward may be elected by submitting a petition signed by *at least 15% of the members in her/his work area and elected by secret ballot by a* majority of the members in her/his constituent work area (unit, department or cluster, as defined by the worksite steward council) *[who vote in the election. Consistent with paragraph 2]*.
8. In the event of dissatisfaction with a steward, the member(s) must first present the issues of concern to the worksite steward council and allow the steward council to investigate, mediate, and resolve the issues or take satisfactory action to address the issues. After the steward council's dispute resolution process, a ballot election to recall a steward may be called by filing a petition signed by a majority of the members in the constituent's work area (unit, department or cluster, as defined by the worksite steward council).
9. The Union shall not be legally liable in any court of law or other forum for the actions and/ or inaction of its stewards.

I have read the Constitution and Bylaws outlined above regarding shop stewards and if elected to represent the UHW members in my work area, I will:

- represent everyone in a fair and democratic manner.
- put our collective interests before those of my own personal goals.
- communicate openly and honestly with my coworkers.
- adhere to the program adopted by the Convalescent Division Steward Council November 18, 2006, that builds growth and strength for our members.

Name: _____ Date: _____

Facility: _____ Department: _____

March 2007 UHW Convalescent Division

Steward Council Election Procedures

Adopted February 24, 2007 Steward Council Meeting

1. Nomination process opens February 24, 2007 and closes March 14, 2007
2. A nominee must receive 15% signatures from a facility they work from members in good standing.
3. There can be a Steward for each shift in a three shift operation.
4. A Steward can represent more than one department.
5. A contract may have language indicating how many Stewards there can be. If workers in a facility under that contract want more than the number of Stewards stated in the contract then they can elect 'alternate' Stewards.
6. If more than one nominee is running for the designated number of Steward positions then there will be an election. If there is no contested election then the nomination will be sufficient to be affirmed a Steward.
7. A seven day notice for the election shall be given members.
8. The election shall be by secret ballot.
9. UHW Field Staff shall assist in conducting an election at a facility.
10. The election process must be completed by March 31, 2007.