

National Courses

Unite's commitment to delivering courses recognises the different circumstances in which our reps find themselves. This is why there are various modes of delivery for the same course. Residential courses are for those who simply cannot dovetail into our regional provision whether that is for geographical or domestic or other reasons. Please note that all travel and accommodation is arranged by the National Department.

Our normal practice for national residential courses, which are exclusively held in The View Hotel, Eastbourne or other venues to be confirmed, kick off at 15:00 hrs. on Monday and finish with a session on Action Plans at Noon on the Friday. You will appreciate that being residential students are expected to participate in a couple of evening sessions which are less formal.

Application:

To apply for courses please contact your education department:

Tel: 01753 313843

Email: education.southeast@unitetheunion.org

Or visit: www.unitetheunion.org/education to complete the online application form

National Courses

Workplace Reps Certificate

Module 1A – 5 consecutive days

Course description:

This course is designed to be the core initial training for Unite workplace reps; and offers an understanding of the wide range of knowledge and skills needed by the new rep.

This course covers:

- Key skills for organising your workplace.
- Handling, discipline and grievance cases.
- Communication skills.
- Aspects of Employment Law & Equality at work.

Venue	Start	End
The View Hotel	19 April 2021	23 April 2021

Application:

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Workplace Reps Certificate

Module 1B – 5 consecutive days

Course description:

For reps who have completed module 1A Course:

This course covers:

- Evaluating and assessing your experience since the part 1A course.
- Understanding the concept of ‘good work’.
- Understanding and dealing with Issues around Dignity and Respect in the Workplace.
- Problem Solving skills.
- Bargaining Skills.
- Work-Life Balance.
- Building a strong workplace union.

Venue	Start	End
The View Hotel	4 October 2021	8 October 2021
The View Hotel	15 November 2021	19 November 2021

Or visit: www.unitetheunion.org/education to complete the online application form

National Courses

Health & Safety Reps Certificate

Module 1A – 5 consecutive days

Course description:

This course is the essential course for all new Unite Health and Safety Reps.

It is designed to help you build the skills, knowledge and confidence to organise effectively in order to carry out your work as a Safety Rep as well as to create understanding of how economic and others aspects affect the working lives, health, safety and welfare of working people.

This course covers:

- Understanding the role of a Unite Rep.
- The legal framework of Health and Safety.
- Rights of Safety Reps.
- How to involve members in Health and Safety.
- Accident Investigations – Risk Assessments.

Venue	Start	End
To be confirmed	14 June 2021	18 June 2021

Application:

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Tel: 01753 313843 Email: education.southeast@unitetheunion.org

Health & Safety Reps Certificate

Module 1B – 5 consecutive days

Course description:

For reps who have completed module 1A.

This course covers:

- The development of skills and knowledge from module 1A.
- Examining your workplace risk assessments and evaluating them.
- Understanding health & safety audits and company accident statistics.
- The appreciation of health and safety legislation including aspects of criminal and civil law.

Venue	Start	End
The View Hotel	13 September 2021	17 September 2021

Or visit: www.unitetheunion.org/education to complete the online application form

National Courses

Dealing with Redundancy

5 consecutive days

Course description:

Workplace Reps facing redundancies or Reps wanting to gain further knowledge of redundancy issues will find this course useful.

This course covers:

On completion of the course Workplace reps should be able to:

- Develop a good understanding of the law surrounding redundancy.
- Gain in confidence, skills and knowledge to fight redundancies and lessen the impact on members.
- Play a full and effective part in redundancy consultation processes.
- Organise effective campaigns around redundancies.
- Represent members going through redundancy.
- Support members through the redundancy process.

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Venue	Start	End
The View Hotel	21 June 2021	25 June 2021

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National Courses

European Works Council

5 consecutive days

Course description:

Enables participants to gain an understanding of European Works Councils in context of the EWC recast directive and the amendments to the Transnational Information and Consultation Regulations 2010.

This course covers:

- The history of EWC's. Where they come from and why?
- An analysis of the EWC Directive & Recast Directive and develop an in-depth understanding of the legislation.
- The exploration of the roles, responsibilities and rights of EWC Employee Reps.
- The development of an understanding of how the new legislation impacts on different EWC's and how to negotiate the new provisions into existing EWC agreements.
- The differing interpretations of EWC's – Employer perspective.
- An exploration of communication networks in order to report back effectively to constituents.

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Venue	Start	End
The View Hotel	8 March 2021	12 March 2021
The View Hotel	14 June 2021	18 June 2021
The View Hotel	11 October 2021	15 October 2021
The View Hotel	15 November 2021	19 November 2021

National Courses

Incident Management & Investigation

5 consecutive days

Course description:

This challenging course is intended to equip experienced safety reps with specific skills in the field of incident management and investigation. The program also provides a comprehensive understanding of the benefits of investigations.

This course covers:

- The value of conducting investigations.
- How to conduct a full and meaningful investigation.
- Understand the employers’ legal obligations.
- Developing a local framework of workplace investigative procedures.
- Confidence building when dealing with HSE inspectors, police and solicitors.
- Effective communication methods with employers.
- The recommendation of meaningful interventions to prevent a recurrence.
- Understanding the benefits of a no-blame culture.

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Venue	Start	End
To be confirmed	22 February 2021	26 February 2021
The View Hotel	21 June 2021	25 June 2021
The View Hotel	15 November 2021	19 November 2021

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National Courses

The Information & Consultation of Employee Regulations

3 consecutive days

Course description:

This course focuses on areas where the provision of information and consultation is prescribed by European and domestic law. It examines how unions can utilise and build on these rights to develop effective organisation.

The course is designed for senior reps and aims to give them an overview of relevant legal standards equipping them to strengthen and reconfigure workplace, company and transnational consultation arrangements.

This course covers:

- Legal definitions of information and consultation as specified in the various enactments and regulations, contrasting these rights with collective bargaining agreements.
- Employee and union representation – what the legislation and caselaw says.

- Three key areas of the law where specific collective consultation rights kick-in re TUPE, Redundancy and Health and Safety.
- The extension of collective consultation rights contained in the ICE regulations and the European Works Council Directive.
- Obtaining information for the purpose of collective bargaining, looking at Legal standards and the ACAS Code of Practice.
- Best practice in using these rights will be developed and refined throughout the course.
- The implementation of information and consultation rights in order to enhance organising agendas, member participation, mobilisation and unionisation in order to build the unions representational and collective bargaining capacity.

Venue	Start	End
The View Hotel	14 June 2021	16 June 2021
The View Hotel	11 October 2021	13 October 2021

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National Courses

Organising & Bargaining in a Global Economy

5 consecutive days

This course covers:

- The nature of global organising and links with global trade union federations.
- Understanding of Unite's international policies and links with other organisations worldwide.
- Appreciation of how to make practical links with workers in your own company or sector in other countries.
- Understanding of how to campaign globally and an appreciation of the labour power within global supply chains.
- Knowing your own organisation and its place in the global economy.
- Understanding the value of works councils.

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Venue	Start	End
To be confirmed	22 February 2021	26 February 2021
The View Hotel	14 June 2021	18 June 2021
The View Hotel	13 September 2021	17 September 2021
The View Hotel	8 November 2021	12 November 2021

Or visit: www.unitetheunion.org/education to complete the online application form

National Courses

Pensions

Stage 2 – 5 consecutive days

This course covers:

- The provision of an understanding of trustee decision making.
- The role of the actuary.
- Fund investment strategies.
- Negotiating pension issues and pension disputes resolution.

Venue	Start	End
The View Hotel	19 April 2021	23 April 2021
The View Hotel	7 June 2021	11 June 2021

Pre-Retirement Course

4 consecutive days

Course description:

This course will provide members and staff with a brief understanding of the importance of financial preparedness for retirement. In addition to the importance of preparing for one's wellbeing through retirement.

Venue	Start	End
To be confirmed	8 March 2021	11 March 2021
The View Hotel	19 April 2021	22 April 2021
The View Hotel	18 October 2021	21 October 2021
The View Hotel	6 December 2021	9 December 2021

Application:

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National Courses

Unite Retired Members' Education Course

5 consecutive days

To attend the course:

- Attendance to this course is by selection.
- The attendee must be retired.

Venue	Start	End
The View Hotel	17 October 2021	21 October 2021

Please note: For information only as attendance will be by selection.

Application:

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Young Members' Course

5 consecutive days

Course description:

The national unite young members course is an opportunity for young members from all regions and nations (who do not need to be an elected rep) to come together. In a relaxed training environment to learn more about Unite and how to get involved.

This course covers:

- Unite's young members structure and how it fit into the wider union.
- A session on the union's International, Political, Industrial and Environmental Policies and Campaigns.
- A brief analysis of how to develop a good campaign.
- Creative elements providing the opportunity to work with others to create short films.

Venue	Start	End
The View Hotel	7 June 2021	11 June 2021

Please note: For information only as attendance will be by selection.

Or visit: www.unitetheunion.org/education to complete the online application form

Equalities Courses

Unite Womens' National Week 2021 – 6 consecutive days

Four groups, please choose one

Understanding Your Union and Getting Involved

Course description:

This course is designed for less experienced women representatives who want to get more involved.

This course covers:

How the union works, promoting the Union in your workplace and community, and building confidence.

Women Organising in the Workplace

Course description:

This course for women representatives looks at strategic organising in the workplace, as well as the related legal challenges and workplace organising issues.

This course covers:

The skills for representing women at work.

Application:

To apply for courses please contact your education department:

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Women Campaigning at Work

Course description:

This course deals with the Unite women's key campaigns such as Equal Pay and Union Equality Reps, as well as developing negotiating and campaigning skills to tackling workplace equality issues such as Family Friendly Rights, Women's Health policies, Part-time working, and Sexual harassment.

Leadership Development for Unite Women

Course description:

This is an advanced course for experienced women activists who have attended other union education courses, and who now want to build on their union involvement and encourage others to get involved.

This course covers:

Leadership theories and the power dynamics of the worker-employer relationship for women, skills needed in the workplace, the Union, at conferences and in the wider community.

Venue	Start	End
The View Hotel	14 November 2021	19 November 2021

Remember:

You must contact your Regional Women & Equalities Officer to apply for Women's Week BEFORE getting your application countersigned by your Regional Education Officer.

Or visit: www.unitetheunion.org/education to complete the online application form

National Equality Courses

Please note: The courses listed below commence at 15:00 on Day 1 only

Supporting LGBT+ Members in the Workplace

5 consecutive days

Course description:

This course is for workplace representatives and branch officials defining themselves as LGBT+. This course is also for workplace reps and branch officials who want to support LGBT+ equality in the workplace.

This course aims to make a positive contribution to Unite Strategy for Equality Agenda:

- By raising awareness of key issues for LGBT+ workers
- Empowering and encouraging Lesbian, Gay, Bi-sexual and Trans+ individuals and groups to get involved in their union
- To supporting workplaces and communities through campaigns for equality and genuine opportunity of access for LGBT+ people.

Venue	Start	End
The View Hotel	8 February 2021	12 February 2021
The View Hotel	8 March 2021	12 March 2021

Application:

To apply for courses please contact your education department:

Tel: 01753 313843 **Email:** education.southeast@unitetheunion.org

Disability Equality, Trade Union and Work

5 consecutive days

Course description:

This course is for workplace reps', and branch equality officers who want to take action for disability equality rights and challenge disability discrimination at the workplace.

This course will cover:

- Key issues from the Unite Negotiators Guide
- Disability Rights at Work including:
 - The Social Model of Disability
 - Disability Equality: choices at work, in the union and in the community
 - Organising, representing and involving disabled members in Unite

Venue	Start	End
The View Hotel	8 March 2021	12 March 2021

Or visit: www.unitetheunion.org/education to complete the online application form

National Equality Courses

Please note: The courses listed below commence at 15:00 on Day 1 only

Organising for Equality in Today's Workplace – Understanding the Equality Act 2010

5 consecutive days

Course description:

This course will assist workplace representatives, Branch Officers and Organisers to understand the importance of equal opportunities for all, and why it is essential to organise, negotiate and campaign around equality in workplace.

This course covers:

Issues for all underrepresented groups within our membership: Women, Black, Asian Ethnic Minorities, Disabled and LGBT+, Young members and older workers.

Venue	Start	End
The View Hotel	19 April 2021	23 April 2021
The View Hotel	4 October 2021	8 October 2021

Application:

To apply for courses please contact your education department:

Tel: 01753 313843 Email: education.southeast@unitetheunion.org

Black & Asian Ethnic Minority Leadership Development

5 consecutive days

Course description:

A course designed for Unite Black and Asian Ethnic Minority workplace representatives and branch officials, to fully understand the Trade Union and Labour Movement. This course will empower workplace reps to build their confidence and progress by identifying effective ways and methods to encourage Black and Asian Ethnic Minority members to get involved in Unite.

This course covers:

The skills needed in the workplace, in the union, at conference and in the wider Labour Movement, at all levels, to build involvement and take action for Race Equality.

This course positively encourages applications from black and Asian ethnic minority women

Venue	Start	End
The View Hotel	14 June 2021	18 June 2021

Or visit: www.unitetheunion.org/education to complete the online application form

National Equality Courses

Please note: The courses listed below commence at 15:00 on Day 1 only

Dignity at Work – Challenging Workplace Harassment, Discrimination & Bullying

5 consecutive days

Course description:

This course is designed for workplace reps and branch equality officials and looks at the key issue of Harassment, Discrimination and Bullying that leads to workplace stress.

This course covers:

The course examines ways to challenge inappropriate behaviours in the workplace by using effective strategies and methods to prevent workplace harassment and to promote Dignity at the Workplace.

Venue	Start	End
The View Hotel	17 May 2021	21 May 2021
The View Hotel	13 September 2021	17 September 2021

Application:

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National Courses

National Political Education School: Durham

7th July – 10th July 2021

Building on a highly successful Summer School Programme to coincide with the Durham Miners' Gala, we are trawling the whole of the membership for participants in this exciting venture. This has been designed for those members who align themselves with Unite's political strategy and feel that they can contribute to making our policy a reality in the workplaces and the community in which you live.

If you want to be considered please write directly to your Regional Secretary. Successful applicants will be notified well in advance so that they can secure time off with pay from their employer.

Application:

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Workers Uniting: Building Power Internationally (W.U.B.P.I.)

The course is made up of members of Unite and USW and is held across two years with the first leg in North America and the second leg in the UK/Ireland.

These courses have been very successful in building relations between activists in multinational and sectors in USW and Unite and preparing the next generation of Workers Uniting activists.

The aim of the W.U.B.P.I. programme is to give participants a strong understanding of the trade union cultures and practices within Unite and USW; an appreciation of what led to the formation of Workers Uniting; the consequences of globalisation; use and purpose of social media; and a greater knowledge of the international industrial, political, social and economic issues that require a global response from trade unions if we are going to fight back on behalf of our members and their communities.

Normally the first leg of the course will be held in North America one week in August 2021 – we will let all applicants know the exact dates at the end of May 2021.

Please ask your Education Organiser for details of the course and an application form.

Please also note that this programme may be subject to change.

Or visit: www.unitetheunion.org/education to complete the online application form