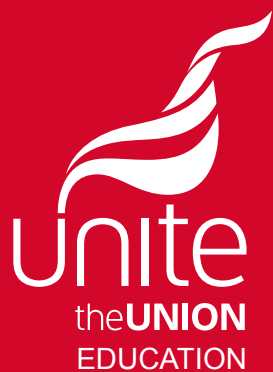




NATIONAL RESIDENTIAL COURSES 2024



**UNITE
ACTIVIST
EDUCATION**

Fighting for **JOBS • PAY • CONDITIONS**

NATIONAL EDUCATION COURSE DATES: 2024

Unite is committed to providing a full set of educational courses in each region and nation of the Union. Please refer to the programme of courses in your region and once you have completed regional stages, 1 and 2, Unite's national residential course programme is designed to provide further development and specialist courses for you.

Some courses are designed as advanced courses for experienced, senior, or individual reps who wish to advance their knowledge, skills and confidence in various areas of interest. The course description gives you an outline of what the courses entail. If you are unsure whether you will benefit from attending these courses, please discuss this with your Regional Officer or Regional Education Officer for advice as to whether to apply for such training.

Unite is committed to making reasonable adjustments to ensure equal access to education courses for members with disabilities. Please complete the form setting out your disability access requirements at the back of brochure and submit with your application form.

Please complete the national course application form either online: <https://www.unitetheunion.org/education/> or use the form enclosed at the end of the brochure.

This programme includes our national equality leadership courses which are designed as a positive action measure to develop the leadership skills and provide a voice for underrepresented workers in our Union. Please take note of the eligibility requirements to attend these courses.

Our National Women's Week is for Women Reps, and our National Black and Asian Leadership Development course is for Black and Asian reps only. For more information about these courses please contact our National Equality Officers at equalities@unitetheunion.org or Regional Women and Equalities Officers and they will be able to assist you.

National residential courses will begin at 15:00 hrs on the first day and finish with a session on Action Plans at noon on the last day.

Delegates are expected to be present for the full duration of the course. As this is a residential course all accommodation, meals are provided at the venue.

You will appreciate that being residential students are expected to participate in a couple of evening sessions which are less formal.



Acting Director for Education

Equalities at work courses

There are 3 courses running in the same week, please only choose **one** course for the duration of the week.

Venue	Start	End	Duration
The View	4 March 2024	8 March 2024	5 consecutive days

Disability Equality, Trade Unions and Work

This course is open to all Unite workplace reps and branch officers to attend.

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

Items discussed includes key issues from the Unite Negotiators Guide; Disability Rights at Work including the social model of disability; disability equality; tackling discrimination at work, in the Union and in the community; Organising, representing, and involving disabled members in Unite.

Supporting LGBT+ Rights at Work

This course is open to all workplace representatives and branch officers who wish to expand their knowledge on LGBT+ issues.

Lesbian, Gay, Bisexual and Trans+ (LGBT+) people in Britain have seen many advances in the last two decades. As trade unionists, we can be proud of the part we played in those achievements. However, serious problems remain, and Unions still have much work to do.

Reps from our National LGBT+ Committee will attend the course and will look forward to the opportunity to network with other LGBT+ activist and allies.

This course will cover key issues and campaigns for LGBT+ equality at work and will also provide opportunity to plan and organise actions to achieve LGBT+ equality in the workplace; build on your own experiences and union involvement to identify ways to encourage LGBT+ activists and reps to get involved in union structures; raise awareness and understanding on Unite equality rules, strategies, policies, and campaigns and examine the international issues for LGBT+ people.

Anti-racism

This course is for workplace reps and branch equality officers who want to take action for anti-racism and challenge racism at the workplace.

Items discussed includes key issues from the Unite Race Forward Negotiators Guide; Organising, representing, and involving members who experience racism at work; Tackling racial harassment and race hate crime; developing Unity over Division in the workplace and in our communities, working with community and campaigning organisations to tackle racism and celebrating diversity in our workplaces.

Pre- Retirement and Retired Members Courses

Pre-Retirement Course

This course is for members and staff who are nearing retirement.

Venue	Start	End	Duration
The View	11 March 2024	14 March 2024	3 consecutive days- depart Thursday morning
The View	2 December 2024	5 December 2024	3 consecutive days- depart Thursday morning

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-out.

Unite Retired Members' Education Course

Venue	Start	End	Duration
The View	11 March 2024	15 March 2024	5 consecutive days

This course is open to retired members to attend. Attendance to this course is by selection. The selection of delegates to attend this course is determined by Regional or National Retired Members Committee that decides to ensure fairness and transparency.

This course is designed for our retired members who wish to develop their understanding of Unites' retired members' branches and constitutional structures. The course will build awareness of campaigning on pensions, social care and the NHS. You will learn about the campaigning organisations such as the National Pensioners Convention and Keep Our NHS Public.

Advanced Negotiation Skills

There are 3 courses running in the same week, please only choose **one** course for the duration of the week.

Venue	Start	End	Duration
The View	15 April 2024	19 April 2024	5 consecutive days

Advanced Negotiation Skills for Jobs and Jobs of the future

This is an advanced course for senior workplace reps. It will provide reps with the skills to frame your discussions with employers over business strategy and its impact on jobs.

This course will examine the nature of work. We will examine jobs in today's labour market, what shapes those jobs, the economics of work and the nature of supply chains.

The course will look at procurement and investment and you will gain research skills in the context of current industrial and economics challenges such as free-ports, deregulation, industrial restructuring, and automation. This course is primarily designed for experienced representatives.

Advanced Negotiation Skills for Decent Conditions

This is an advanced course for senior workplace reps.

This course is designed to develop senior reps in high level negotiation skills. We will use a range of techniques including role play and case studies in order to recreate realistic negotiation arenas in which to test and enhance our skills.

The course will use a range of techniques including role play and case studies through which our skills can be enhanced. We will look at working time, work study engineering, performance management, job evaluation, lone working, home, and hybrid working and many other issues common to the negotiating table.

Advanced Negotiation Skills for Pay

This is an advanced course for senior workplace reps.

This course will provide activists with an understanding of Unite's strategy on pay and pay claims. You will learn how to research and develop pay claims and use the pay claim generator.

You will also see the value of forensic methods of interrogating accounts and look at the value of mapping your community to build alliances to support Unite members in furtherance of improving pay and conditions and creating jobs. You will practice bargaining skills: will look at elements of pay systems including performance pay and you will identify how to build successful member consultation in support of claims.

Young Member Political Education (Weekend) Course

The selection of delegates to attend this course is based on criteria determined by our National Young Members' Committee and Regional Political Officer to ensure fairness and transparency.

Venue	Start	End	Duration
The View Hotel	10 May 2024	12 May 2024	3 consecutive days

The industrial relations landscape has never been so political, governments continue to legislate against unions and the wider activist movement, automation and Ai is slowly creeping into our working lives and the threat of climate crisis looms. Unite operates industrially, politically, and internationally to challenge the issues which confront our members and their families in work and beyond the workplace. This weekend school looks at how you might become more involved with ongoing campaigns.

This 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.

We look forward to welcoming you on our course!

Organising & Bargaining Courses

There are 3 courses running in the same week, please only choose **one** course for the duration of the week.

Venue	Start	End	Duration
The View	3 June 2024	7 June 2024	5 consecutive days

Organising & Bargaining in a Global Labour Market

This is an advanced course for senior workplace reps.

This course delves into the nature of global organising and links with global trade union federations. You will find out about Unite's international policies and links with other organisations worldwide.

You will discover how to make practical links with workers in your own company or sector, in other countries and understanding of how to campaign globally building labour power within global supply chains. You will also learn the value of European Works Councils and Information and Consultation Regulations.

Organising and Bargaining for Equality

This course is open to all Unite workplace reps and workplace Branch Officers to attend.

This course will assist all workplace reps and branch officials to understand the importance of equal opportunities for all, and why it is essential to organise, negotiate and campaign around equality in the workplace.

This course covers issues for all under-represented groups within our membership: Women, Black and Asian ethnic Minorities, Disabled and LGBT+, young and older workers.

Organising, Bargaining and Campaigning at Work

This advanced course is for senior workplace reps interested in developing their understanding of workplace organising relating to collective bargaining strategy in the workplace.

We will look at multi layered campaigning and building workplace power. We will utilise legal, industrial, shareholder, media, political and international strategies, in order to create strong alliances whilst using Unite and wider movement relationships to build effective campaigns and win for workers.

We will identify how "member consultation" works so that you can organise effectively how to bring employers to the bargaining table.

Health & Safety Advanced Courses

There are 3 H &S courses running in the same week, please only choose **one** course for the duration of the week.

Who should attend:

Experienced safety reps who have completed Health and Safety 1A&1B and 2A &2B in their region.

Venue	Start	End	Duration
Birmingham	17 June 2024	21 June 2024	5 consecutive days

Incident Management

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

Organising and Bargaining in Mental Health

This is an advanced course designed for workplace reps and Branch Officers and looks at the key issue of mental health as an organising issue. Prior to attending this course reps should have attended Mental Health Awareness in their region.

The course will delve into the workplace environmental factors that can contribute to mental ill health. Workplace stress, long working hours, lone working and performance targets are just some of the issues that the course will examine in the context of mental health and well-being.

The course examines ways to create healthy workplaces and provide representation for members experiencing mental health conditions. You will develop effective strategies and methods to ensure employers are taking responsibility to provide mental health support for workers.

Risk Assessment for New Methods of Working

This course will examine the challenges of risk assessment in a fast-changing working environment encompassing the issue of home and hybrid working, lone working, mobile working, and future technological change.

Our members have faced huge changes in work over the past few years and often the assessment of risk has been offloaded to workers to accommodate what were thought to be temporary changes. Now many workers are expected to do their own risk assessment with minimal guidance or supervision.

The increase in automation and AI has also led to huge challenges in the field of safety, alongside the concerns over air quality and ventilation sparked by the pandemic.

Young Member Education Course

The selection of delegates to attend this course is based on criteria determined by our National Young Members' Committee to ensure fairness and transparency.

Venue	Start	End	Duration
Birmingham	17 June 2024	21 June 2024	5 consecutive days

This course will equip you with the knowledge of Unite's structures, break down some of the Trade Union Jargon, and most importantly show delegates where Young Members fit into our Union and the next steps to getting involved.

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.

There will be sessions on the Union's International, Political, Industrial and Environmental Policies and Campaigns and you will learn how to build effective campaigns. Creative elements to the course will also provide opportunity to work with others to create short films for a mock campaign you can plan during the course.

We look forward to welcoming you on our course!

Black & Asian Members' Leadership Development Course

Venue	Start	End	Duration
Birmingham	15 July 2024	19 July n2024	5 consecutive days

This course is open to Black and Asian Unite workplace representatives and branch officers, we positively encourage applications from Black and Asian women.

This course will empower Black and Asian workplace reps to build their confidence and progress by identifying effective ways and methods to encourage Black and Asian union reps and branch officers to get further involved in Unite.

You will develop 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.

Workplace Reps National School

There are 4 courses running in the same week, please only choose **one** course for the duration of the week.

Venue	Start	End	Duration
Birmingham	8 July 2024	12 July 2024	5 consecutive days
The View	2 September 2024	6 September 2024	5 consecutive days

Dignity at Work – Challenging Workplace Harassment, Discrimination & Bullying

This course is open to all Unite workplace reps and workplace Branch Officers to attend.

This course is designed for workplace reps and workplace Branch Officers and looks at the key issue of harassment, discrimination, bullying, violence, and abuse that leads to workplace stress.

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. We will also look at developing casework around this subject for grievances and examine how this could be raised in some disciplinary cases.

Environment

This course is designed for activists who are interested in developing their skills, knowledge and understanding of environmental issues in the workplace.

This course will help reps to develop research, inspection, and negotiation skills to engage their employers and ensure workers voices are heard at the bargaining table as we transition to a greener economy.

This course develops your understanding of the climate crisis, and its impact on work. You will learn about organising around the green agenda, workplace environmental auditing, examining supply chains as an environmental issue, equality and the environment and negotiating workplace environmental and just transition policies.

Dealing with Redundancy

Workplace reps facing redundancies or reps wanting to gain further knowledge of redundancy issues that are unable to attend their regional course will find this course useful.

On completion of the course workplace reps should be able to develop a good understanding of the law surrounding redundancy; gain 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.

Pensions – Stage 2

This course is for Pension Trustees's and for reps who have completed Pension Stage 1.

The course is an advanced course, which will look at the legal framework what underpins financial decisions made by trustees, the role of actuaries, and pension fund investment strategies. You will develop your negotiating and dispute resolution skills.

National Women's Week Courses

There are 4 courses running in the same week, please only choose **one** course for the duration of the week.

This course is open to women who are Unite reps or branch officers to attend.

Venue	Start	End	Duration
Birmingham	11 th August 2024	16 th August 2024	6 consecutive days

National Women's Week is a national education course which covers the diversity of Unite women members', who attend a positive learning environment to share experiences and views, listen to key speakers and learn more about issues facing women in the workplace, with the help of experienced women tutors who are also trade unionists.

Please Note! You must choose one of the courses listed below. Clearly state on your application form which course you will be attending.

Course 1 - Understanding your Union and Getting Involved

This course is designed for less experienced women representatives who want to get more involved and covers how the union works, promoting the Union in your workplace and community, and building confidence.

Course 2 - Women Organising in the Workplace

This course for women representatives looks at strategic organising in the workplace, as well as the related legal challenges and workplace organising issues. It also covers the skills for representing women at work.

Course 3 - Campaigning for Women in the Workplace

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.

Course 4 - Leadership Development for Unite Women

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. It 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 at all levels to maximise your union experience.

Childcare Facilities

To ensure that this course is as accessible as possible to those with caring responsibilities, childcare arrangements can be made and paid for by Unite as this course is taking place in school holidays. This will be in line with national Unite policy. If you require this, please complete the childcare booking form available from the National Education Department

Email: education.education@unitetheunion.org

Disability Access

The Union is committed to ensuring disability access requirements are met. Please complete the access form together with your application form which is enclosed at the back of the brochure.

Remember

Contact your Regional Women & Equalities Officer to apply for National Women's Week **before** your application is countersigned by your Regional Education Officer.

Black & Asian Members' Political Weekend School

This course is open to Black and Asian Unite workplace representatives and branch officers, we positively encourage applications from Black and Asian women.

Venue	Start	End	Duration
The View Hotel	13 September 2024	15 September 2024	3 consecutive days

This course will empower Black and Asian members to become more aware and get involved in Unite's political agenda. The course will examine Unite politics in a wider context, considering why and how our union operates on a political level.

We will also examine how specific government policies and legislation can be discriminatory and biased in their operation. We will look at how you can become involved in Unite politics, with a view to challenging racial discrimination inside and outside of the workplace and how to campaign politically.

Organising for Equality

This course is open to all Unite workplace reps and branch officers to attend.

Venue	Start	End	Duration
The View	21 October 2024	25 October 2024	5 consecutive days

This course will assist all workplace reps and branch officials to understand the importance of equal opportunities for all, and why it is essential to organise, negotiate and campaign around equality in the workplace.

This course covers issues for all under-represented groups within our membership: Women, Black, Asian Minorities, Disabled and LGBT+, young and older workers.

National Political School Weekend

The Unite National Political school is open to political activists who want to develop their understanding of the policy positions of Unite and have a better understanding of the political role of trade unions.

Venue	Start	End	Duration
The View	25 October	27 October	3 consecutive days

The course will look at why work is political, and how different political approaches to industrial and economic strategy has an impact on jobs, pay and conditions.

The course will look at Unite's political strategy to campaign and raise awareness of workers' demands and ensure politicians deliver real change for working people.

Workplace Reps Advanced Courses

There are 4 courses running in the same week, please only choose **one** course for the duration of the Week.

Venue	Start	End	Duration
The View	4 November 2024	8 November 2024	5 consecutive days

Advanced Leadership Skills

This advanced course is for senior workplace reps interested in developing leadership skills for trade union activism.

You will learn about chairing effective meetings; written and verbal communications skills; leading campaigns that win for members; inspiring others to activism and inclusive networking.

You will identify different leadership styles, what works best for you and set your own leadership goals through the course of the week.

Organising and Campaigning

This advanced course is for senior workplace reps interested in developing their understanding of workplace organising and campaigning.

You will learn about the unite organising strategy and new organising tools available to you. You will look at a range of workplace issues and develop your own organising plan.

The Law at Work

This advanced course is for senior workplace reps interested in developing their understanding of the law at work and how to support members with a legal case at work.

The course will examine the upcoming legal challenges around the restrictions of anti-union legislation on our ability to operate collectively. The course will also consider the impact of recent case law and its impact on handling individual casework.

Advanced Negotiations Skills

This is an advanced course for senior reps involved in negotiating with their employer.

You will look at frameworks for collective bargaining at a local, national, and global level and look at how your own negotiating machinery works and could be improved. You will learn about different negotiating styles and to recognise the employer approach in negotiating with the Union. You will learn how to build the power base needed to win for members and how to ensure members are involved from raising the issue to resolution. You will learn about the Unite bargaining priorities and effective leverage campaigns.

Access Requirements Form

Please tick this box if you agree to have your access requirements stored on your Unite Membership record to support your access requirements at Unite events.

Please complete this form if you have disability access or dietary requirements. Do also provide a full description of the reasonable adjustments needed to facilitate your participation in a Unite Education Course.

Our Education Department may contact you to discuss the adjustments that can be made to support you in your learning journey.

Please note that it may be necessary to provide alternative education provision if your access needs cannot be met on the course that you have applied for. Please return this form with your application form for the course to education.education@unitetheunion.org

Name	
Membership No.	
Course Title and Venue	
E-mail	
Contact telephone No.	

Dietary requirements and food allergies	
Please state below in full food allergies or particular dietary requirements e.g. if Halal, please specify what you may or may not eat.	

Course Venue requirements

Blue badge parking space	
Step free access	
Accessible lift	
Provisions for guide dog	
Accessible meeting room	
Accessible toilet	
Induction loop	
Personal emergency evacuation plan (PEEP's)	
Braille	
British sign language interpreter	
Documents produced in electronic format	
Lip reader	
Palantypist	
Dyslexia	
Documents in large print/ front size	
Documents printed on coloured paper	
Personal assistant / facilitator	
Neurodiversity	
Other – Please state	

Travel requirements

Use own Vehicle	
Rail ticket / assisted travel	
Taxi – accessible	
Other – please explain	

Accommodation requirements

Accessible bedroom	
Accessible bathroom	
Bathroom equipped with alarm	
Wheeled shower chair and/or wall mounted shower seat	
Walk in shower	
Grab bars in bathroom	
Mid-height light switches and power outlets	
Induction loop	
Text phone facilities	
Shared or additional accommodation for personal assistant / facilitator	
Other – Please explain	

General access requirements

Please add any other access requirements that will ensure your equality of opportunity for participation at Unite Education Courses.

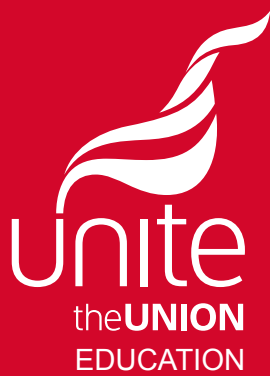
**Please return completed form as soon as possible to: Lynette Lowe
email: Education.education@unitetheunion.org**

National - Course Application Form



Please complete this form on your computer and email back to your regional/country education office
 You can use the tab key + shift key or mouse pointer to move forward and backward between the fields you have to fill in

Course Title:		Course Code:				
Course Dates: From _____ to _____		Venue:				
An alternative date will be offered if the chosen date is oversubscribed						
Full Name:		Membership Number:				
		Yes I have been a paying member for 6 months (please tick): <input type="checkbox"/>				
Date of Birth dd-mm-yy:		Gender (please tick): Male <input type="checkbox"/> Female <input type="checkbox"/>				
Are you a (please tick):		Workplace Rep <input type="checkbox"/>	Safety Rep <input type="checkbox"/>			
		Learning Rep <input type="checkbox"/>	Equality Rep <input type="checkbox"/>			
Address:						
Post Code:		Home Telephone:				
Mobile:		Work Telephone:				
Email:						
Ethnic Origin: (please tick)	Asian or Asian British – Bangladeshi	<input type="checkbox"/>	Asian or Asian British – Indian	<input type="checkbox"/>	Asian or Asian British – Pakistani	<input type="checkbox"/>
	Asian or Asian British – any other Asian background	<input type="checkbox"/>	Black or Black British - African	<input type="checkbox"/>	Black or Black British - Caribbean	<input type="checkbox"/>
	Black or Black British – any other black background	<input type="checkbox"/>	Chinese	<input type="checkbox"/>	Mixed – White and Asian	<input type="checkbox"/>
	Mixed – White and Black African	<input type="checkbox"/>	Mixed – White and Black Caribbean	<input type="checkbox"/>	Mixed – any other mixed background	<input type="checkbox"/>
	White - British	<input type="checkbox"/>	White - Irish	<input type="checkbox"/>	White – any other White background	<input type="checkbox"/>
	Any other – please state:					
Unite Regional Officer:			My employer will grant me paid release to attend a union course (please tick) <input type="checkbox"/>			
Disability: Please indicate any disability or special needs that we may need to accommodate (e.g. dyslexia, hearing, impaired sight, mobility, etc.):						
Dietary needs: e.g. vegetarian, vegan, gluten free, halal, etc:			Date:			
Application approved.						
EDO Signature:			Date:			
<p>IT'S EXTREMELY IMPORTANT THAT YOU READ THE INFORMATION GIVEN BELOW Once we have received your application form we will confirm in writing whether or not you have been allocated a course place. It is up to you to secure your paid release. Employment legislation entitles you to payment of wages etc. for training you undertake that is connected with your trade union 'duties' (negotiating, representing people etc.) However, if you have been told by your employer that you will not receive paid release, you must raise the issue with your regional officer before you attend the course. <u>Unite Education is not responsible for obtaining your paid release.</u></p> <p style="text-align: center;">COURSE BOOKINGS WILL BE MADE ON A 'FIRST COME FIRST SERVED BASIS'</p>						



Apply online: www.unitetheunion.org/education
 Email: education.education@unitetheunion.org
 Phone: 0207 611 2621
 Unite Education Department

Amended 12/12/23