

What is a Delegate?

Does the role of union delegate in your workplace interest you but you are not exactly sure what the duties and tasks are associated with the role? Have your colleagues expressed interest in obtaining the role and you want to ensure that the person selected is the most skilled and has the basic requirements to complete the tasks involved? Are you simply just curious to find out more about the new syndical structure of the APPA?

Then, this special edition newsletter is for you! By reading through the next few pages of this newsletter, you will find all the necessary information about this vital syndical structure.

To begin with, what is a delegate? To paint a clearer picture, we can say that the person who is chosen by their peers will be the “key **M.I.R.** person” in the workplace. No, he or she will not be a moving target, but rather a member of the APPA whose mission will be to bring syndical life to their respective workplace. The delegate will **Mobilize** their colleagues to encourage participation in different situations and activities proposed by the APPA, such as general assemblies, sector meetings, social activities, organized trips, etc. The delegate will **Inform** their peers and ensure that all members have access to the Ensemble newsletters, information bulletins and all other pertinent information transmitted by the union.

The delegate may be called upon to consult

members in their workplace in order to obtain their opinions and their expectations on issues such as working conditions and all other syndical matters. As well, the delegate will also be asked to transmit information from the Union’s Executive Committee.

Finally the delegate may have to pull double duty in terms of **Representation**. In some instances the delegate will act as a representative during the Delegate Committee meetings as well as an APPA representative within their respective workplace. When need be, the delegate may accompany a colleague in their workplace if the immediate superior requests for a meeting to take place.

However, it is to be noted that the delegate will not be expected to interpret the collective agreement but rather guide colleagues to the resources already

put in place by the APPA and refer them to the syndical officer who is responsible of the dossier.

In addition to this information, you may also consult chapter eight (8) of our constitution which you can find on our website www.appa.qc.ca under the tab “About the APPA”.

For a list of those delegates & substitutes, who have already been elected, please go to “Our Delegates” tab on our website.



Election Procedure

In order to select your work place delegate, the support staff members unite and elections for union delegate and substitute union delegate positions are held every year, starting in September.

During the election, the members who are interested in the role of delegate must show their interest and submit their candidacy. In the event that only one person comes forward, they will be elected by acclamation. As well, please note that if you were a delegate last year, you must still get re-elected this year.

In the case where more than one member submits

their candidacy, the members in the workplace must then go to elections (either by show of hands or secret ballot, depending on the decision taken by the members who are present). The delegate will be then be elected by majority, meaning that the person who has the most votes will be declared elected.

At the same time, the candidate(s) that are not elected may be named as a substitute to the elected delegate. In either case, the people concerned must complete the form "Elections of Delegates" (available on our website: www.appa.qc.ca, under the *Documentation / Forms* tab.)

Substitute Delegate

Have you submitted your candidacy to the role of delegate in your workplace, but you were not elected?

In this case you can still complete the form "Elections of Delegates" and check off the box "substitute delegate in our workplace", which will allow you to be a member of the committee of delegates.

As a substitute delegate, you will not only participate in the committee of delegates, but you will also replace the delegate in your workplace in the event that they are unable to fulfil their role for a prolonged period of time or if they resign from their role in order to occupy a position in another workplace.

Council of Delegates

The Council of Delegates is composed of the Executive Committee, Union Council, delegates and substitute delegates. The meetings will take place at least three (3) times per year and may be held by accreditation or held jointly between the CSDM and the EMSB.

During the meeting, the persons who are present will receive the reports of the Executive Committee, the Union Council and if required, the reports from the mobilisation and negotiating committee.

During their mandate, the committee of delegates may in certain situations make suggestions to the Executive Committee and Union Council as well as during general assemblies. These suggestions should include any measures that they judge to be beneficial and in the interest of the APPA and its members.

These meetings will solidify the link between the members from different workplaces and different classes of employment by exchanging experiences and ideas. As well, solutions that are achieved throughout these meetings may assist others who are experiencing the same issues.



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Find us online at www.appa.qc.ca

Readers' opinion: ensemble@appa.qc.ca

