



JOB ADVERT

Education Administrator x1 Office Support Worker x1

Education Administrator, 37 hours per week, £20k per annum plus pension and other benefits.

Office Support Worker, 20 Hours a week, 1pm-5pm, £8,320 per annum plus pension and other benefits

Two great new jobs within a small friendly team based in Quorn.
The Education Administrator will be responsible for the efficient administration of the Trust's busy programme of adult education.
The Office Support Worker will support the Operations Manager in making the office a smooth and efficient centre of the organisation's business.

For backgrounds to the posts, job descriptions, person specifications and application forms please contact claire@gftu.org.uk

Only completed GFTU application forms will be considered CV's will not be accepted.

The deadline for applications is 12 noon 10th April 2017

Education Administrator

Background to the post.

The GFTU Educational Trust has been organising educational activities and courses since 1971. This year it is offering its largest programme.

You are encouraged to look through this programme and in particular pages 53-56. The document can also be accessed on www.gftu.org.uk or in a Flipping Pages format at: <https://user-tkb9xx.cld.bz/GFTU-Education-in-Action-2017-2018>

Applicants for courses have to be appropriately authorised before their registration. Rooms and venues, teaching materials and tutors have to be co-ordinated, certificates issued and records maintained of attendance and performance, expenses claims have to be processed, evaluations recorded and databases maintained.

The Educational Trust also has service level agreements with other organisations and manages and administers the education work for them. Currently there is one such organisation.

It is exciting work with a great group of colleagues.

The post-holder will have to liaise with education officers in affiliated unions and sometimes with General Secretaries and often with tutors and students.

There is a role too in promoting the courses and advertising them widely using the GFTU's database.

The post holder will be a people person but also like solid organisation and detailed administrative work to make learning experiences for others really effective.

The GFTU was based in London until 2012 when it moved to Quorn. The Quorn Grange Hotel is owned by the Educational Trust and is the location for many of the educational events. Surpluses made at Quorn are reinvested into the Educational Trust which is a registered charity.

The Education Administrator reports to the Education Officer who in turn reports to the Operations Manager who in turn reports to the General Secretary. A new Education Officer will also be appointed in 2017.

The General Secretary requires accurate information about educational activities to report to the Trustees and the GFTU Executive.

Applicants for courses have to complete a properly authorised form and the selection of individuals on to courses is made by the Education Officer.

Ensuring that tutors, course materials, students and any guest speakers all arrive at the same place at the same time for the same course with their meeting rooms and dietary and other special requirements all catered for is a key part of the role.

The GFTU Intends to expand its education programme further and is planning expansion of buildings on the Quorn site.

Many individuals have completed all of their post 16 education with the GFTU, many thousands more have enjoyed our courses over the years. We are committed to quality in education provision and administration.

We also work with some awarding bodies and have to comply with their regulations for record keeping and processes.

There will be full induction for the post and it will be subject to a six month probationary period. Supervision and support will be given by the line manager and it is a small friendly team.

Because some of the courses are at weekends and run over evenings, there may be some evening and weekend duties, this is not likely to be a great amount, but will be expected as and when required to keep things running smoothly.

It will be a 37 hour working week with flexi time and access to the employers' pension scheme. There will free access to the hotel gym and discounts on bookings food and accommodation at the hotel.

Efficient administration makes a great contribution to adult learning of the sort we organise and is very rewarding.

Inevitably good computer skills in Word, Excel, Outlook and other systems and an ability to develop skills in our Contact Management System ACT are required.

Doug Nicholls.

General Secretary.

March 2017

GFTU Educational Trust.

Job Description

Job Title Education Administrator.

Accountability Ultimate accountability through the Secretary of the Trust to the Board of Trustees.

Line Manager Education Officer

Other working relationships Operations Manager, Head of Finance, Hotel General Manager, General Secretary, affiliated union education officers.

Place of Work GFTU Educational Trust Head Quarters, Wood Lane, Quorn.

Hours of Work 37 hours per week, Monday – Friday with possible weekend and evening work.

Main duties and responsibilities

- 1 To be responsible for the efficient administration of the GFTU's educational work and maintain records and statistics about all elements of this work.
- 2 To process applications for training, communicate with applicants and successful participants, organise venues, materials and tutors for relevant events and process expenses and other records.
- 3 Input into, analyse and use contact management systems and digital mailings and communications.
- 4 Liaison with education officers and other colleagues in affiliated unions.
- 5 Assist the financial monitoring of educational activities and adhere to internal financial policies and practices.
- 6 Assist the promotion of the GFTU Educational Trusts education work.
- 7 Adherence to various deadlines associated with different elements of the administrative work.
- 8 Attendance at supervision, team meetings or other meetings as may be from time to time required by your line manager or the employer.
- 9

PERSON SPECIFICATION

Essential requirements

Proven track record in efficient administration.

Excellent communication and ICT skills.

Commitment to supporting learning and development.

Experience of acting diplomatically and supportively.

Ability to work autonomously and creatively within a collective team context.

Knowledge of record and statistical information keeping.

Preparation of information and delegate packs.

Experience of meeting important deadlines.

An understanding of equalities and diversity issues.

Desirable

Background in education administration.

Previous experience of working in a diverse community.

Understanding of trade unionism.

EDUCATION FOR ACTION

Educating
Trade Unionists
for workplace
and social
change.

**April 2017
– July 2018**



GFTU
EDUCATIONAL
TRUST

New
courses
added for
2017-2018

“Education is the most powerful weapon we can use to change the world”

Nelson Mandela, 2003.

“We want to see the necessary economic knowledge imparted in our labour organisations, so that labour in the future shall not be made the shuttlecock of political parties. Our Trade Unions shall be centres of enlightenment and not merely the meeting place for paying contributions and receiving donations...our ideal is a co operative commonwealth.”

Tom Mann and Ben Tillett, The 'New' Trade Unionism, 1890.

INTRODUCTION

The GFTU Educational Trust is pleased to offer its most extensive programme since our formation in 1971.

We have listened to affiliates and their education officers and acted upon their ideas for improvements, and carefully considered the evaluations of our course participants and reviewed our whole approach. We have also learned from international experiences.

What is discussed in trade union education is vital to the health of our country and the 26 million workers that work here.

How those discussions take place is equally important so we are introducing new courses to assist trade union educators, that is all of us, in delivering more effective learning. As we all recognise a good educator can change our lives for ever. And education is not about the passing on of information alone, it is about inspiration and imagination, instilling commitment and understanding.

We are introducing day-schools, and many of these will cover the seriously neglected subject of our history.

We offer a free day's training to every affiliate in addition to this programme and we manage the entire education programme for others.

We have improved our pioneering Trade Union Management programme aimed at developing those who want to play a greater role in managing their unions using the latest thinking in leadership and management issues.

We offer regular fora for Continuous Professional Development for specialist union officers to swap notes and learn from outside speakers.

Following the great success of our inter-union summit in 2015 and our union building conference in 2016 we have a major conference for unions in February 2018.

Our annual Youth Festival goes from strength to strength and early bookings for both you will see advertised here are recommended.

We have commissioned two education activities that can be toured among the unions: Our History, Our Future is a great performance piece of 75 minutes looking at the history of the trade union movement in pictures,



video clips and songs, it can be used effectively in trade union education and union events; similarly our Manifesto for Labour Law module can come to where you are, a large workplace, a union conference.

No education makes its mark without arts and culture. Following the success of our liberating arts day in 2016 we have organised a grand festival in November 2017 to celebrate and demonstrate how many of our talented cultural workers across the disciplines can assist union building in organising, campaigning and education.

We have new partners in Higher Education to strengthen our education offer in the years ahead. Leeds Beckett University, and Newman University Birmingham are at the forefront of our new training the trainers' offer. We are keen to promote in particular the excellent work of Ruskin and Northern Colleges.

We learn from each other, there is no substitute to face to face learning and many participants in our work comment on how much they learned from other trade unionists on their course or day-school. We remain committed to this model of delivery, but it is expensive, so.....

We ask you to support our Educational Trust to provide more education in the future by making sure your union and your members use Quorn Grange Hotel and that you order your presents for friends, family and members via our ethical shop. We will also launch this year a new international trade union publishing house and hope you will look out for that and buy our books.

This programme will be added to throughout the year.

Let's educate and act together.



Doug Nicholls,
*Secretary General Federation
of Trade Unions Educational
Trust.*



John Smith,
*Chair,
GFTU Educational Trust.*

CONTENTS

Educational Principles	6
Arrangements and How to Sign up for Courses and Events	7
Winning in the Workplace	9
Equalities at Work and in Society	12
Health and Wellbeing and Safety at Work	13
The Law at Work	14
The Media – Getting Heard	17
Mentoring	18
Organising	19
Pensions	22
Public Speaking	23
Arts and Culture	24
Campaigning and Community	24
Debunking 'Economics'	28
The European Union Single Market	29
Our National Health Service	30
Parliament, Getting the Best Out of It	30
Professionalism	31
Trade Union Management Development Programme	31
Our Living History Day-schools	33
Learning to Create Better Learning Opportunities for Members	36
Kurdish Cultural Festival	39
Discussion Webinars	40
Learning about our Unions	42
Supporting Specialist Union Officers	43
Learning at Ruskin College	44
Workers' Music Association Summer School	47
Learning at Northern College	48
Useful Learning Resources	50
Our History, Our Future	51
About GFTU Educational Trust Education	53
2017-1018 Course Guide	58
Affiliates	62



EDUCATIONAL PRINCIPLES

Following a two year review of education and many discussions amongst affiliates the GFTU Educational Trust has agreed a strategic set of principles that will underpin our education delivery for the coming period. These have been supported by the GFTU Executive Committee and the affiliates' education officers attending our regular meetings.

Our principles are to:

- Provide and develop an understanding of the political and economic context - political economy, labour and capital within which Trade Unions operate;
- Provide and develop an understanding of the political and economic context which has shaped, and which continues to shape, the historical development of Trade Unions;
- Provide the skills and knowledge needed to develop confident and informed activists in order to build collective power;
- Be informed by our commitment to the values of equality, diversity, and inclusion;
- Be informed by our commitment to social justice, empowering communities, and internationalism.

The principles will be applied to all courses and events whatever their subject matter.



ARRANGEMENTS AND HOW TO SIGN UP FOR COURSES AND EVENTS

Dates in chronological order, with locations and course duration are summarised at the back of this booklet.

Unless otherwise specified, the GFTU Educational Trust, subsidises travel, subsistence and accommodation for attendance at the courses. Attendance, subsistence and travel is usually free to members of affiliated unions proposed by their unions to attend, especially on the Winning in the Workplace Series, but check the particular course arrangements first. Costs for members of non-affiliated unions are specified.

For GFTU members staying at Quorn Grange Hotel overnight before or after a day-school the bed and breakfast rate is £60. For members of the public and non-affiliated unions the rate is £107.

The GFTU ET reserves the right to alter costing arrangements in exceptional circumstances throughout the year.

Some of our education opportunities are externally validated and carry credit points from other academic bodies as specified. All course

participants completing their course will receive a certificate from the GFTU.

The absolute deadline for all applications for all courses is 30 days prior to the stated date of the course. Applications must be received on the appropriate form signed by the relevant authorised officer.

Application forms are available to download on the GFTU website www.gftu.org.uk and must be returned to daniella@gftu.org.uk, or to Daniella Tedds, Education, GFTU ET, The Lodge, 84 Wood Lane, Quorn, Leicestershire, LE12 8DB 30 days prior to the start date of the course. Courses cannot proceed unless the minimum attendance criterion is achieved. Depending on the nature of the course or event these are a minimum of 8 maximum of 20. Day-schools and festival and special events have higher maxima and most are open to the public.

See further details of practical arrangements in the *About GFTU Educational Trust Education* section. Please refer to that section before applying.



www.gftu.org.uk



QUORN GRANGE HOTEL
Your Perfect Setting

WINNER 2016



YOUR HOTEL, YOUR UNION

SPECIAL DISCOUNTED RATES FOR MEMBERS OF **GFTU** AFFILIATED UNIONS*

Whether for you or your family, your branch or your region, we would love to welcome you to Quorn Grange Hotel. A prestige venue for Trade Unionists to visit for:

- Accommodation for reps, officers and visitors.
- Conferences, training and meetings.
- Restaurant, café, bar and gym.
- Flexible spaces to meet your needs.
- 9 acres of award winning gardens.
- Regular programme events.
- Licensed for weddings and civil ceremonies.

There is ample free parking and reliable free WI-FI throughout the Hotel. We are located near to the A6 and A46, only 6 miles from the M1 and M69, and only a short distance from mainline rail stations and international air connections.

We have on-site technology kit available to hire, including: digital voting pads, digital cameras and video cameras, public address (P.A.) system, staging and stage lighting.

*When booking please quote: GFTUaff / 2017 1

For further details call us 01509 412167
or visit www.quorngrangehotel.co.uk

88 Wood Lane, Quorn, Leicestershire LE12 8DB

f: @quorngrangehotel t: @quorngrange



WINNING IN THE WORKPLACE

EA01 Introducing ACAS

1 day

This day event is an ideal introduction for Branch and workplace representatives to the full range of work undertaken by ACAS in all ways.

ACAS is a training agency, research organisation and general resource to unions and employers. These roles go alongside its more familiar roles in dispute resolution and arbitration. The GFTU is delighted that ACAS Officers will be contributing a number of courses this year and be part of others.

EA02 Grievance and Discipline at Work

1 day

Grievance and Disciplinary procedures are much misunderstood by employers and sometimes union members. The authority and content of the ACAS codes are not always appreciated. Using Grievance and Disciplinary procedures well can help a workplace, using them badly can create unnecessary work and ill feeling.

EA03 Advanced Dispute Resolution Techniques

2 day

This is designed for any union rep or full time official who finds themselves frequently managing disputes in one form or another. Informed by extensive experience within the field this course will take an in depth look at the dynamics of disputes and their resolution.



EA04 Employment Tribunals 1

1 day

The role of ACAS in Employment Tribunal applications. This will be a suitable day-school for all trade unionists who may have to consider references to Tribunal.

EA05 Advanced Negotiating Techniques

2 day

Have you been a negotiator with employers for a while? Stuck in your old tricks? Want to learn some new ones? HR and employers are honing their skills against us all the time, this course will consider a range of techniques and share some experiences to improve ours.

WINNING IN THE WORKPLACE

EA06 GFTU Health & Safety Reps Part 2

5 day

This course is intended for inexperienced reps who have completed the H&S Reps Part 1 and more experienced reps who need to refresh their training. The course will cover a number of topics in depth and will include

- The background and origins of specific Health & Safety legislation affecting the workplace
- The main legal requirements of specific health & safety regulations
- Be able to understand how you can use Health & safety regulations to improve health & safety standards at work
- Develop the confidence to raise health and safety matters on behalf of union members
- Understand the key legal requirements relating to risk assessment
- Understand the risk assessment process
- Use risk assessment strategies and union organisation to secure improvements in workplace safety

EA07 GFTU Negotiating Skills Programme

5 day

This course is intended for more experienced reps who are involved or wish to become involved in negotiating satisfactory outcome for a range of workplace issues, including pay & conditions, health & safety and developing or improving policies and procedures. At the end of the course you will be able to understand the negotiating process and have had the opportunity to practice and develop your negotiating skills.

We recommend that participants should have at least 12 months experience as an active rep in their workplace. Specific areas that this course covers include –

- To understand a range of collective bargaining issues relevant to own workplace and sector
- Be able to recognise a range of appropriate sources of information relevant to the bargaining, negotiation or consultation process
- To understand where employment law supports access to and use of information for bargaining, negotiation or consultation
- Be able to recognise different negotiating styles
- Be able to negotiate as part of a team
- Understand the strengths and weaknesses of the union's negotiating position

EA08 GFTU Shop Stewards Part 2

5 day

This course is recommended for workplace representatives who understand the basic elements of their role and their rights and who want to further develop their skills and confidence in representing members.

The course will include the following –

- Understand a range of problems that affect members
- Collect and present information in representing members
- Produce a plan for dealing with specific members problems
- Understand your role in representing members in the workplace
- Develop the skills and confidence required to represent members in meetings with management
- Be able to research appropriate legislation, policies and information to help you in represent members particularly during times of change
- Identify problems and opportunities for the union during periods of change



TRADE UNION REPRESENTATIVES' AND SHOP STEWARDS' DEVELOPMENT

All of our union reps need to be on the ball and supported in their roles, these courses aim to get new reps off to a confident and flying start and more experienced reps more knowledgeable and effective.

The popularity of these courses means that several will be running throughout the programme.

EA09 New Reps' Development

2 day

The law, rights at work, contracts of employment, the Movement we are part of, roles and responsibilities, handling cases, back up resources, good practice guidelines, key points in representing a member, what is ACAS? Recognition agreements, facilities agreements, checklists for action, sharing experience, employers' tricks, organising in the work place – this course provides a tried and tested and new curriculum to motivate and equip new reps to undertake their role.

EA11 Experienced Reps' Development

2 day

This goes in greater depth to all of the aspects to being a rep and includes, preparing to negotiate, sharing best agreements' and practice, the moral and ethical dilemmas of negotiations and case handling, using ACAS, briefing officials, uniting the members.

The Ethical Shop works closely with our wonderful ethical, eco-friendly and fairtrade suppliers. Visit our website: <https://ethicalshop.org>

ethicalshop 

EQUALITIES AT WORK AND IN SOCIETY

EA13 The Equalities Act

1 day

An in depth guide to the main legislation from a practicing lawyer and trade unionist.

EA14 Equalities Issues at Work

1 day

With all the legislation in the world we have to be vigilant and organised in the workplace. Is there still hidden bias, not so hidden bias, are all those with protected characteristics being treated fairly? This school will look at the campaigning and consciousness raising sides of equalities and how unions can move the agendas forward.

EA15 Divided Society

1 day

Food banks and world banks, luxury yachts and people unable to buy cots for the kids, unaffordable housing in Mayfair, no housing for many. We all know inequality is at its most extreme in Britain for hundreds of years, but what are the key policies to transform the situation?

 GFTU ET  @GFTU1

www.gftu.org.uk



HEALTH AND WELLBEING AND SAFETY AT WORK

The GFTU inherits a tremendous legacy of health and safety training and this year adds some specialist concerns that have been of interest to affiliates in the whole question of mental health wellbeing at work and the management of neuro diversity issues. The main health and safety programmes are added to throughout the year.

EA16 Introduction to Health and Safety at Work

1 day

Ideal for the new health and safety rep, the representative in a workplace without health and safety reps and those contemplating taking on this interesting role.

EA19 Mental Health and Well-being at Work

1 day

We all know our mental health can be influenced by factors in our working environment, but what factors and how can we reduce them? Led by experts in this whole field the course will examine a range of issues concerning the cause and prevention of mental health issues at work and how the workplace can respond to those with pre-existing mental health issues.

EA17 Organising for Better Health and Safety at Work

1 day

This course is for established health and safety representatives and seeks to dig deeper into the legislation and protection of members in various workplaces and advocates good practice.

EA20 Creating Champions for Mental Health at Work

1 day

The prevalence now of poor mental health and greater sensitivity to the variety of neurological differences we can display, means that unions require some specialist advocates for colleagues. This course will share best practice in the issues involved and suggest ways of creating champions at work.

EA18 Neuro Diversity Issues at Work – An Introduction

1 day

We all have different patterns of behaviour and characteristics, some are very often misinterpreted by managers, yet their causes have their origins in the different ways in which we are hardwired. We have heard of dyslexia, and dyspraxia, maybe ADHD and autism, but there are various neurological conditions within human beings that need special attention by union reps in the workplace. This course will give a fascinating insight into this whole area.

EA21 The Politics of Health and Safety at Work

1 day

Leading Health and Safety campaigners will lead a discussion about health and safety legislation in the political and economic context and bring campaigning and policy ideas together. Copies of the indispensable Hazards magazine will be available at the school.

THE LAW AT WORK



EA22 Employment Law Now

2 day

Led by one of the country's most eminent employment barristers this weekend school will aim to give participants an overview of the full range of legislation and recent key changes and provide a forum for unions to discuss their experience of the law and new and emerging trends.

The course is suitable for union lawyers, senior officials, negotiators, EC Members and all those who find that questions of law come up in their work frequently.

EA23 The Law at Work - A Representative's Guide

2 day

An overview for union representatives and officials. This school will give an opportunity to refresh representatives understanding of the main elements of employment legislation. Free copies of recent publications will be made available to reps.

EA24 A Manifesto for Labour Law: Towards a Comprehensive Revision of Workers' Rights

1 day

Based on the Institute of Employment Rights manifesto which has been widely adopted throughout the Movement this day-school is designed to all trade unionists keen to understand the manifesto more fully, its importance and how to campaign for it. Leading lawyers, activists and campaigners will lead the discussions and IER publications will be available.

As well as scheduled dates for this school the GFTU is offering this school at cost as a package to affiliates and others. Please contact the GFTU General Secretary for booking dates and venues for this.

EA25 Social Media and the Law

1 day

This is a minefield area and many workers have been sacked or disciplined for what employers may see as inappropriate comments on private Facebook or other social media accounts. Paul Scholey one of the foremost experts in this area of law will lead this day-school in Leeds. The school is appropriate for all levels of knowledge on the issue and no specialist legal understanding is required, it is aimed at all those interested in the subject and who may have to deal with it in representing members either as a lay or full time official.

EA26 Employment Tribunals 2

1 day

Now significantly reduced as a source of redress for workers, the Tribunals do still exist and can have a role, but what role, and how do we use them and how does ACAS come in and how do all the different costs and costs threats work? Suitable for lay and full time officers and union legal colleagues who have to navigate the processes of lodging claims.

EA27 Suing an Employer – Breach of Contract Issues

1 day

For trade union members in precarious areas of work, working freelance or contracting for services, often the only form of redress against an employer is to sue them in the County Court for breach of contract. How do you do it? When? This school will be run from the perspective of a full time official who does this work all the time in a wide variety of circumstances and aims to assist other officials and members on individual contracts with individual employers to become more aware of the processes.

EA28 International Trade Union Rights

1 day

Daniel Blackburn, Director of the International Centre for Trade Union Rights will lead a thought provoking discussion and provide information concerning British employment law in context, the international hot spots and difficulties, the role of the ILO and the co-existence of two international trade union centres and the impact of that.

This is a perfect opportunity for all those keen to learn more about trade union rights in a global context from a leading authority. Copies of recent relevant publications will be available.

EA29 Collective Labour Law

1 day

The implications of the recent Trade Union Act, how will it affect our national unions and Branches, the role of the collective in redundancy situations, protection for representatives.

Delivered by a specialist in this field this Day-school will consider all elements of collective labour law.



 GFTU ET

 @GFTU1

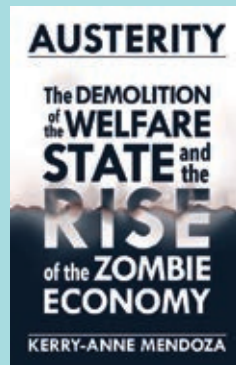
www.gftu.org.uk



Stand up for something better – become a co-owner of **New Internationalist**

We've always stood with workers around the world – now we're asking you to stand with us.

In these times of 'post-truth' and mistrust, we need to build the kind of media that brings people together.



If you value independent publishing that stands up for what you believe in, invest in New Internationalist.

Buy into a **better** story
factsandheart.org

THE MEDIA – GETTING HEARD



Communicating our case and our campaigns amidst the blizzard of social media, mainstream press and the thousands of competing voices there are can seem daunting and can yield meagre and temporary results. These two schools aim to increase our effectiveness and make sure that we get our messages out there and understand how to make the best of local regional and national media outlets.

The first one day course is aimed at local Branch representatives, the second two day course at national campaigning and communications officers. Both courses will put the question of making our voices heard in the context of the changing face of the local and national media.

EA30 Getting our Voice Heard in the Media – Local and Regional

1 day

What is the most effective way for hard pressed workplace reps and Branch officers to get their concerns through to the wider public in their locality and region? Strategies, tips and solutions. This school aims to assist reps and officials in making a bigger union mark in the media more easily.

EA31 Effective National Communications Strategies

2 day

Making a lasting impression, sharing best practice, building the right relationships in the press, with whom, how, when, getting through the barricades and networks. A two day-school for EC members, communications officers and others dealing with union communications internally and externally.



www.gftu.org.uk

MENTORING

An essential part of union organising to develop new and active members is to provide mentoring for them. This is about the development of the individual within the collective, about supporting colleagues in tough situations and helping them to reflect on planning and growing their effectiveness.

The previous great success and popularity of the GFTU's mentoring training is repeated again in this programme as two courses an introduction and a taking it further weekend.

EA32 Introduction to Mentoring

2 day

What does mentoring mean, how can it help our unions, what are the professional boundaries involved, how do we manage the time, what is the responsibility? An ideal course for new and interested potential mentors.

EA33 Taking Mentoring Forwards

1 day

This course is aimed at existing mentors and will share best practice across sectors and circumstances and broaden and deepen an understanding of the role as well as considering some of the latest theories and ideas about refining the work of mentors.

ORGANISING ORGANISING YOUNG WORKERS

EA34 Organising Workers, What Works?

1 day

Organised workers in unions are better off than those unorganised. But what does organising mean these days? We know it is a different model from the purely servicing model of trade unions, but is the concept we have used of an organising union enough? How can you organise unless you are able to educate? Drawing on international and local experience this school will seek to inject a renewed sense of what organising really means.

The school is suitable for anyone in our unions keen to recruit and organise and sustain the activity of members.

The Ethical Shop works closely with our wonderful ethical, eco-friendly and fairtrade suppliers. Visit our website: <https://ethicalshop.org/our-partners/es-gftu.html>

ethicalshop 



EA35/36 Annual Youth Festival

3 day

The GFTU Now has a good track record of creating events and spaces with young workers for young workers. At the centre of this programme are our annual Youth Festival. It's a transformative event for many participants and you can see the lightbulb moments happening about the importance of trade unions as participative workshops, speakers, debates and performances engage participants in a powerful set of experiences.

The festival is an ideal opportunity to get young members, with ages as defined by your union, into an environment that will hook them in as activists for years to come.

Book early.

EA35: 2017 April 7/8/9 Quorn

EA36: 2018 April 20/21/22 Quorn



ORGANISING



EA37 Union Building Conference

3 day

This event at the Yarnfield Conference Centre in February 2018 builds on the fantastic success of our 2015 Summit and our 2016 Building Conference.

The conference looks at all of the questions and issues that concern us all when building our unions and sharing our best ideas. Key structural, legal, financial, organisational, staffing and other issues that we have to be adept at when running our unions are discussed with experts from the Movement and Higher education and at this next event from community organising. There is a subsidised delegate charge for the event and bursaries are offered to enable all unions to fully participate.

EA38 Money Matters

1 day

Many union activists have to manage union finances in one way or another. All EC and often regional council members are responsible for the good order of union accounts. This course to be run by the GFTU's Head of Finance and her team will respond to participants' needs and discuss the necessary compliant systems, the appropriate software and management account issues and best forms of presenting and monitoring finances.

EA39 Apprentices at Work

1 day

A new wave of initiatives is taking place with regard to apprentices at work, are they good, bad or indifferent? Do they represent an organising challenge or opportunity? Are some of the new approaches threats to organised unions? Is there money we could benefit from as unions? Will more unions employ apprentices? A discussion of the policy landscape and funding issues will be followed by a sharing of experience and an analysis of the role of unions in the situation. A school suitable for union leaderships at local and national level.

EA40 The Hardest to Organise

1 day

Britain's new economy of zero hours contracts, precarious working, low paid jobs, flexible working, the gig economy and many other features set new organising challenges. How have some at home and overseas risen to the challenge? How do we fight for pay amidst the ruins of national collective bargaining?



new generation festival

2017: April 7, 8 & 9
2018: April 20, 21 & 22

Quorn Grange Hotel
Near Loughborough
Leicestershire

“

“Not a series of speeches, but a genuine engagement with participants to learn from each other and from the amazing experiences of trade unionists throughout the world. Oh, and the barbecue was great and the accommodation and surroundings fantastic.”

“Young workers need this event probably more than any other. It's amazing. Music, poetry, workshops, information on rights, a brilliant performance piece on how trade unions have changed the world and incredible stories from guest speakers from overseas, controversial debates and the election of representatives to go on some fantastic events, all blend together to make this one of the most powerful experiences you could imagine.”

“I really thought history and trade unions were boring until I went to this event. What an eye opener, what motivation. I'll definitely get active in my union now.”

”

This very popular event is aimed at younger workers and union members seeking to find out more about the trade union movement and its importance at home and overseas.

Early bookings are strongly recommended for these events.

Here are just some of the comments from participants last year:



This event brings trade unionism really alive. Many issues are looked at in a friendly and engaging way from young workers' rights, to debunking economics to the power and importance of organising in the workplace and the community.

Those new to or thinking about joining their union are as welcome as those keen to understand more to get involved.

All of your transport and accommodation costs are met.

Applications for 2018 Festival should be made through your union by March 20th 2018.

GFTU

PENSIONS

Pensions are our deferred wages and the landscape and negotiating complexities for them changes all the time. This year's programme covers two ends of the spectrum - an introduction to pensions and an advanced course.



EA41 Introduction to Pensions

1 day

This course is not for negotiators and trustees. It is aimed at any trade unionists who wants to find out more about how pensions work, how they are managed, the roles of the Pensions Regulator, the difference between defined contribution and defined benefit schemes the basic government provisions and laws and the role of the Pensions Protection Fund. This is a start of the journey course that will take you a long way forwards.

EA42 Advanced Pensions

2 day

A policy analyst, Dr Jo Grady, a senior pensions lawyer, Ivan Walker, A senior trade unionists with a life time's experience of pensions negotiations and now Trustee of the largest pension scheme in Europe, Ben Marshall, together with a senior actuary will consider the key issues and dynamics involved in top level pensions negotiations. This course is ideal for union side Trustees of pension schemes and all officials with pensions negotiations in their briefs.

 GFTU ET  @GFTU1

www.gftu.org.uk

PUBLIC SPEAKING

Public Speaking, putting our points across, feeling confident, interview skills.

EA43 Speaking out Confidently

1 day

Public speaking and putting a point of view across to lots of people doesn't come naturally to anyone. This is why the public schools spend so much time in training the elite to have confidence that they can speak on anything any time anywhere.

We need to speak up too. So this course will help you if you don't like public speaking to others whether in the canteen or rally, but know you have to, or whether you'd just like to get some more confidence and know how about how to express your ideas.

In a supportive environment and using some role plays and filmed speeches and interviews, you will get a chance in the way you are happy with to 'have a go'. The course is suitable for anyone who would simply like to be better at speaking to others.

EA44 Interview Skills

1 day

Unions like to see members get on in their career, but there is little preparation for members given by the employers when it comes to interviews for internal promotions and of course none when members want to move on to another job. This course will be a friendly and informative guide to getting the best out of yourself in the always daunting interview situations.



ARTS AND CULTURE

EA45 Liberating Arts Festival

3 day

Artists and cultural workers need their unions like never before and the unions need arts and cultural workers like never before. The GFTU has a long record of promoting progressive arts and cultural works in the Movement and is taking this a big step forward in 2017 with a major festival celebrating all of the art forms and groups that can support the trade unions more in their organising, campaigning and educational work.

The festival will be full of great performances and interesting discussions and speakers and is a must for anyone who wants to see how our greatest cultural workers can fire the imagination of our unions. It will be held on November 3/4/5 2017 in the Yarnfield Conference Centre, Stone, in Staffordshire.

EA46 Creativity, Arts and Trade Unionism

1 day

How best can the arts be deployed in the Trade Union movement? Does art 'with a message' compromise the art?? How to use good imagery and writing in trade union activity, campaigning and recruitment. How important is it to find the right medium? What works? We will look at varying art forms used throughout the history of polemic art, from Picasso's Guernica, WW1 poetry to contemporary art forms.



LIBERATING ARTS

create • educate • liberate

"Every battle we fight is a battle for the hearts and minds of other people..."
George Monbiot



A PROVOCATIVE, CREATIVE FESTIVAL FOR TRADE UNIONISTS, EDUCATORS, CULTURAL WORKERS & CREATIVE ACTIVISTS.

3-5 November 2017

Yarnfield Conference Centre, Stone, Staffordshire, ST15 0NL





How can the arts help liberate us?

How can we help liberate the arts?

Film, poetry, visual arts, performance, music, song, dance, theatre...

NO AUSTERITY HERE!

In the struggle for equality and social justice, the first war that has to be won is the propaganda war. The arts are the most effective tool in that battle for hearts and minds and must always be at the forefront of effective political organising, campaigning and education.

Building on the highly successful 2016 Liberating Arts Day, the 2017 festival will feature a three-day programme of cultural discussions, workshops and performances that will allow trade unionists, theatre companies, cultural workers and creative activists from the UK and beyond to share insights about the central role of culture in our collective struggle for a more equal and just world.

If you would like to attend the festival, or if you or your company, arts group or trade union would like to present a performance, exhibition, workshop, discussion or seminar at the festival, please email us for more details.

Emails to daniella@gftu.org.uk



CAMPAIGNING AND COMMUNITY

Campaigning in a rush can be scatter gun and the word community can mean many things. All unions campaign and all unions want public support for their concerns and close community involvement.

These two schools seek to introduce new concepts and understanding into both subjects.

EA47 Campaigning

1 day

Looking at some international and British examples this course is suitable for all trade unionists whether working full time or not and whether local or national. It seeks to share practice across the unions and look at some really successful work. It seeks to unpack and revise some established concepts around campaigning and what is and what isn't effective.

EA48 What is Community?

1 day

Community work and development have long histories in Britain and lots of different theories and underpinning ideas. Drawing on these traditions community leaders and professionals will demonstrate how a better understanding of the word community can greatly benefit union's in their wider campaigning and public relations.

EA49 Persuading People, the Psychology of Change

1 day

Why should members and the public support our demands and our work and our campaigns? Perhaps unions have given insufficient attention to the real dynamics and influence of psychology on people.

This course to be held at Northern College near Barnsley will examine the issues and shed new light on ways of campaigning and organising.



www.gftu.org.uk

DEBUNKING 'ECONOMICS'

EA50 Debunking 'Economics' 1 day

Scared of the word economics? We have been told for forty years that only very clever professors and computers can understand it. Television and newspaper statistics leave us cold. This is all quite deliberate and constructed to alienate us from what economics and the economy really are. People are the economy, the economy is deeply political.

Enjoy two days that will equip you with a greater understanding of the real economy and the nonsense that the employers and governments speak about it. What is value? What is a wage? How are prices really set? What is profit? Why are public sector cuts completely unnecessary and dangerous?



THE EUROPEAN UNION SINGLE MARKET

EA51 The European Union Single Market 1 day

The Single Market in Europe – good or bad for unions?

An objective and factual analysis of what it really is and what it entails.



GFTU ET @GFTU1

www.gftu.org.uk

OUR NATIONAL HEALTH SERVICE

EA52 Saving and Growing our Public NHS 1 day

A day-school for every trade unionist. Campaigners and medical practitioners and academics will review the state of the NHS and lead to a discussion about the key campaigns needed to keep on prospering as a public service for us all.



PARLIAMENT, GETTING THE BEST OUT OF IT

EA53 Parliament, Getting the Best Out of It

2 day

Held in London and with a visit to colleagues in the House of Lords and House of Commons this course will be led by trade unionists who have also been MPs and know the inner workings of the Parliamentary system inside out.

The course is suitable for Branch, Regional and National Officials and EC members and others who have to try and get more influence in Parliament.

There will be a look at key procedures, key people, key timing issues and the mechanisms of change within Parliament from mass petition to Early Day Motions and so on and their relative values.

PROFESSIONALISM

EA54 Professionalism

1 day

Many GFTU affiliates' members describe themselves as being professionals, professional in sport, in their vocation, in their profession that requires high levels of qualification, or in their profession that requires a high level of interface with the public.

But what does being a professional mean? Why is it that our sense of professionalism is constant under attack in the new managerialism of the new workplace? How can we be professionally autonomous and accountable to the employer as well? What do we do when employers undermine professional integrity and the core purpose of our jobs?

The assertion of professionalism and professional standards interests many affiliates and this day-school will debate the issues and feed in some of the relevant concepts and useful practice. Examples of different areas of work will be given.

The school is relevant to members and senior full time officials alike.

TRADE UNION MANAGEMENT DEVELOPMENT PROGRAMME

Whether a new appointment, a person growing in their role or somebody that has been doing the job for a while but without training, the GFTU is certain that most managers in trade unions are often expert in their field (as paid officers for instance, in terms of advocacy and negotiating skills, employment law, industrial relations, etc.) but often have little experience of managing projects, staff, finances and complex organisations.

To varying degrees, we all have different memories of learning when we were younger, some positive, some less so. It is the same with our own experience of management. Our thoughts on management are often limited to being badly managed ourselves in the past with very limited examples of effective management to refer to. But good management is possible and is a good thing.

New trade union managers (including paid officials and EC members) need to develop and use a wide range of competences including project management, maximising performance, change management, dealing with difficult situations, developing and coaching staff and activists, and developing strategy and leadership as well as balancing the books effectively and communicating objectives widely.

In the commercial world such courses would have an emphasis on maximising profit and delivering shareholder value – in our world, however, the emphasis is on ensuring we get the most from our efforts and members' contributions whilst adhering to trade union principles. We have created a unique niche in the development of a trade union management. The course is delivered with trade union principles at the forefront of its thinking and modern practice in the various units always to mind.

The programme has been re-designed to be more interactive and will be delivered by very experienced trade unionists with experience of management in trade unions. Guest speakers will also attend some units. It will mostly be face to face learning, but there may also be some elements of personal and online learning to supplement the programme. Support will be offered to those that haven't been in a learning situation for a while.

The course methodology will also enable extensive peer discussion amongst TU officers and employees about the common issues we face in our everyday roles and explore solutions.

Who should apply for this programme?

- Trade union employees in management or supervisory roles and EC members
- Paid trade union officials
- Senior representatives and convenors

Institute of Leadership and Management Development programmes recognise the value of leadership and management development as a means of raising management capability within the Trade Union Movement.

This blended learning programme includes self-directed learning, group learning through discussions, facilitated activities and self-reflection. Guest speakers will be invited to provide a personal insight into their roles, Course materials are provided to each participant.

Learning sessions will mainly be held at Quorn Grange Hotel near Loughborough in Leicestershire (www.quorngrangehotel.co.uk). For those requiring accommodation either side of a one day unit, a special discounted room rate has been negotiated at the hotel. This has to be paid by each individual when making the booking.

This is the trade union movement's management development qualification

What will it cost?

The GFTU Educational Trust subsidises this course, but some costs are necessary to pass on.

For GFTU affiliated unions

This ILM Management Development programme will cost £950

For non GFTU affiliated unions

This ILM Management Development programme will cost £1500

This newly offered course schedule will commence in October 2017.

A brief summary of the course content is given below;

EA55 Understanding the Management Role to Improve Management Performance

2 day

This module explores concepts of leadership, developing self-awareness and personal leadership style, best practice in managing change and practical tools.

There will also be an exploration of handling grievance and disciplinary matters and will explore fairness, procedures, ACAS Codes and the reality at work.

EA56 Management Communication

This module explores and considers effective management interpersonal skills for the workplace and how to manage meetings more effectively.

EA57 Becoming an Effective Leader

This short workshop explores the fundamental principles of leadership, how to set meaningful objectives to empower individuals and teams.

EA58 Coaching and Mentoring in the Workplace

A workshop to develop coaching and mentoring techniques.

EA59 Understanding Financial Management

Developing your understanding of financial information, developing financial planning and budgeting skills to control expenditure.

EA60 Managing a Healthy and Safe Environment

A workshop exploring the employees, managers and employers rights and responsibilities in the workplace and will consider managing stress and conflict in the organisation, providing practical skills for having difficult conversations and strategies for moving forwards.

EA61 Managing Equality and Diversity in the Organisation

Understanding the law relating to equality and diversity, your company policies and what these mean in practice, it will also give you the practical skills to measure, monitor and build diversity in your area of responsibility.

OUR LIVING HISTORY DAY-SCHOOLS

Our living history is in danger of being forgotten. These informative, informal day-schools will not be dry lectures, but engaging and exciting discussions about stimulating and often little known parts of our history. They will seek to inspire and all will be led by trade unionists who are also experts in these areas and many will use film and multimedia.

The tradition of Sunday schools for early trade unionists and socialists was an important one and we are rekindling this tradition again in the perfectly relaxed and comfortable setting of our very own Quorn Grange Hotel.

Attendees have the option of greatly discounted overnight stays at Quorn Grange Hotel.

EA66 The Derby Silk Mill Lockout

1 day

A sometimes neglected but extremely important dispute in the history of building our trade union movement, brought vividly alive to recall and reflect on the importance of solidarity today.

EA62 The Peasant Revolts of 1549

1 day

People have heard of John Ball and the 1381 peasant revolts, but not so many of heard of the even larger and more momentous revolts led by Robert Kett in 1549 that represented some of the first demands for a more egalitarian and democratic society and created a bridge between the earlier period and the later formation of the Levellers and the Diggers.

EA67 Gerard Winstanley and The Diggers

1 day

The earth is a common treasury for all to share. This was the shared view of generations of progressive people long before the Industrial Revolution. In the mid seventeenth century a group known as The Diggers, led by Gerard Winstanley took matters into their own hands and sought to take ownership of the people's common lands and defy the landlords and land grabbers.

This day-school led by GMB National Officer John Callow will show a moving film about Winstanley and the Diggers and discuss their work and writings and its great relevance still.

OUR LIVING HISTORY DAY-SCHOOLS

EA68 Great Women Trade Unionists

1 day

Many brave and highly organised women have led the trade union movement since its inception and made the Movement what it is today. This day-school will consider the stories and importance of some of these women and their lasting legacy and perhaps some of the unfinished business today. Reference will also be made to some of the plays and literature about these women pioneers.

EA69 The Chartists

1 day

The struggle for the universal franchise with votes for all from the age of eighteen regardless of wealth took over 130 years. This struggle for democratic engagement was opposed all the way and took campaigning and sacrifice to achieve. The Chartists started off this struggle and their campaigning should never be forgotten, it helped shape much of the modern day Movement and its campaigning.

In this day-school the words and songs of the Chartists will help illustrate a story none of us should forget. Mike Sanders of Manchester University and will lead off a lively discussion.

EA70 Our Songs Made History

1 day

For most of the lifetime of the Labour Movement songs cemented solidarity together and gave the news and communicated our politics. The GFTU has produced a double CD of songs called Voice and Vision, songs of resistance, democracy, and peace. Using this as a starting point and engaging some of the great contemporary singers of these songs this day-school will provide a fascinating insight into our heritage.



EA71 The Modern Trade Union Movement

1 day

Where did we come from, what have we achieved, how have we changed, what did we contribute to society, what can we contribute further? It is an old truth that you don't know where you are going unless you know where you have come from.

Reflecting on the developments in the movement from the 1960s onwards, Professor Keith Gildart of Wolverhampton University and formerly the NUM, will lead a discussion about our trade union history.

OUR LIVING HISTORY DAY-SCHOOLS

EA72 The Working Class and Issues of Race and Gender in Recent History

1 day

Various attempts have been made over the years to disunite us and spread the message of racial inequality and hatred. Reflecting particularly on responses to Enoch Powell MP's notorious 'rivers of blood speech' in 1968 and the subsequent trade union responses to it and the development of such important struggles as Grunwick, Dr Shirin Hirsch of Wolverhampton University will lead a challenging and informative discussion.



EA73 Captain Swing. The Luddites

1 day

Much is known about the Tolpuddle Martyrs and some of the early factory struggles. But the Tolpuddle Martyrs arose amidst a period of deep agricultural rioting led by the mystical Captain Swing. Many of the perceptions of early industrial struggles were forged in struggles led by the equally mysterious Ned Ludd. The Captain Swing rioters and the Luddites have had a bad and suppressed history. Come and find out the truth about them and their great relevance today.

EA74 100 Years in 100 Minutes

1 day

100 hundred years of our history told in a riveting and often humorous and always moving medley of songs and quotations.

EA75 The Levellers

1 day

England was once a republic and a bitter Civil War was fought against the King and for greater democracy. At the head of this were the Levellers, our direct ancestors in the long battle to civilise and democratise our country. Find out more from leading experts about the foundation of our ideas today in a document called The Agreement of the People and many other great works and acts.

EA76 Our Poetry

1 day

The struggle for progress from the earliest times has led to a flowering of great poetry. Come and discuss and hear some of the finest examples from Britain and overseas.

**OUR HISTORY,
OUR FUTURE**
The past we inherit, the future we build

 GFTU ET  @GFTU1

www.gftu.org.uk

LEARNING TO CREATE BETTER LEARNING OPPORTUNITIES FOR MEMBERS

Trade unionists are all educators. We seek to persuade, recruit, communicate, inform, convince, negotiate, present arguments. We learn and teach new things all the time to each other. Unions are learning organisations.

Many trade unionists educate others more formally by teaching on courses.

The GFTU is subsidising this course but there is a small fee. Please contact the office for details.

There is a rich tradition of ways of teaching and learning that really connect and benefit people in a learning environment.

These two new modules aim to help trade unionists educate and teach others more effectively.

We think these are a first in the trade union movement and they have grown out

of discussions over the last two years particularly with trade union education officers.

If you are interested in communicating ideas and information more effectively and perhaps developing more of a role in learning environments in your union then *Learning to Teach* is for you.

If you are already a trade union tutor or trainer then *The Principles and Practice of Trade Union Education* is for you.



EA77 Learning to Teach in Trade Union Education

2 day

Many different categories of union officers and members are engaged in one form or another in educational processes. Organising members, communicating with members, persuading people of a union position, presenting a case, helping to mentor and train members, these are all educational processes. Many union members are involved in more formal discussions with members where points have to be made and ideas argued. Many more are directly training other members. This is the perfect course for you to become familiar with some of the ideas and techniques that improve the learning environment, and help change the lives of those we work with and represent, whether it is canteen discussion or form training session.

This course is facilitated by colleagues from the Youth and Community Department of Leeds Beckett University and awards Level 4 credit. No previous qualifications are required.

The GFTU is subsidising this course but there is a fee of £190 per student.

The course will run over two days at Quorn Grange Hotel.

EA78 The Principles and Practice of Effective Trade Union Education – Post Graduate Course

1 day

This carries a Level 7 credit awarded by Newman University in Birmingham where the course will be delivered.

This course seeks to establish a gold standard for all those seeking to deliver effective trade union education and brings together the very best of the pioneering learning theories from the popular education traditions world-wide with the latest thinking on the most effective delivery of trade union education.

Who is this course for?

This course is aimed at experienced trade unions trainers and educators who wish to explore systematically their own, and others', educational approach at a higher level. As part of this they will critique their educational approaches in the light of traditions not normally associated with trade union education including popular, non-formal, informal and critical education. It is also for those who wish to re-politicise their educational approaches. Underpinning the aforementioned traditions is an approach that makes explicit and foregrounds political education, something many feel is absent, or has become dislocated, from much trade unions education.

Costs: £567

Entrance Criteria

Students would normally be expected to have a degree. They may alternatively have a higher education level qualification below a degree (eg HND, foundation degree, nvq level 4) and substantial experience in training or other forms of education. Expressions of interest should come to Mike Seal on m.seal@newman.ac.uk.

continued overleaf

Delivery

Teaching will happen on four days spread over six months, once a month for the first three months and then a final day where assessment will take place. This will take place at Newman University Birmingham, Genners Lane, Bartley Green, B32 3NT. In between these times student will have access to the online learning materials of the university and will be expected to communicate with each other via dedicated learning forums.

Indicative Content

Referring to theorists including Friere, Gardner, Holt, Illich, Noddings, Russell, A.S Neill and Suissa as well as those from the trade union tradition, students will explore their practice both as opposed and complementary to formal education approaches; and will explore the relevance of 'alternative' education arenas such as Summerhill, free schools and elective home education in critiquing the role and uses of education as a tool for either denying or promoting workers' rights. The relationship between educational standpoints and the formal/informal education continuum will be explored and different teaching methods as examples of practice across the spectrum will be experienced.

Learning outcomes

Knowledge

- Critically understand the dynamics of power, empowerment, democratic learning and discrimination.
- Critically understand the principles of informal education, conversation, critical dialogue, experiential and situated learning and reflective practice.
- Critically understand learning about personal development through group participation and social, political and popular education.

- Critically understand contexts in which trade union educators operate including their distinctive cultures.



Specific skills

- Autonomous critical and reflective practice.
- Professional who understands and can articulate their role as educators in relation to other professionals.
- Have the ability to build trusting relationships and foster democratic and inclusive education environment.
- Have the capacity to facilitate young people's and adults' individual and collective learning and development.

Assessment

The assessment will be through a medium negotiated with the group and the tutor and will be equivalent to 5,000 words. With reference to their theoretical propositions and practice as a trade union educator students will explore their approach on the formal-informal continuum and evaluate its effectiveness. Using the theories explored, students will identify their philosophical standpoint and articulate their practice in relation to formal schooling and other educational practices and consider flexible, new approaches to creating Trade Union learning.



 GFTU ET  @GFTU1

www.gftu.org.uk

KURDISH CULTURAL FESTIVAL

30th July 2017
1pm-9pm

QUORN GRANGE HOTEL
Wood Lane, Quorn LE12 8DB
www.quorngrangehotel.co.uk



Song, dance, food, film,
discussion to celebrate
Kurdish culture and
society today

A great FREE event for all the
family with children's activities

This is a booking only event.
Please book by 30 June and
give ages of any children attending.
For those staying overnight we are
offering a special room rate of £40 per
night B&B in our wonderful hotel.

To book overnight accommodation
please contact mail@quorngrangehotel.co.uk

To book attendance at the festival
please contact hollyb@quorngrangehotel.co.uk

FREEDOM for
OCALAN 


GENERAL FEDERATION OF TRADE UNIONS

ORGANISED BY: The GFTU, Freedom for Ocalan Campaign, Peace in Kurdistan, Kurdish People's Assembly UK, Kurdish Youth Movement Civanan Azad and KNK (Kurdistan National Congress) UK.

GFTU/GMB DISCUSSION WEBINARS



A new part of the GFTU education offer has been organised jointly with the GMB and is a discussion forum with a leading expert for each webinar connected online. All you need is a smartphone, laptop, or PC and Wi Fi connection.

There is a restriction of 100 people per webinar. Early registration is advised. Please register using the access codes given below.

Leading experts will set off a discussion and their contribution will be recorded for future access.

Each webinar is completely free of charge.

The webinars are designed to be of interest to all levels of participation from active listeners just interested in the topic to more informed participants seeking to share more knowledge.

Enjoy some new style learning from your own computer, or smartphone, engage in informed debate with those at the cutting edge of the subject keen to share their perceptions.

W1 Wages, Inflation and Pay Bargaining

7.00pm – 4 July 2017

2 hrs

Collective bargaining coverage is now around a quarter of its levels in 1980. The share of national wealth in wages is at its lowest for generations.

How can we turn this situation around?

www.gmb.org.uk/webinar001

W2 The End of Austerity

7.00pm – 2 October 2017

2 hrs

The politics of selling off public services, concentrating wealth in fewer hands and weakening trade unions and local councils has failed, but what do we have to put in its place.

www.gmb.org.uk/webinar002

W3 How to End Inequality

7.00pm – 6 November 2017

2 hrs

Some say that inequality today is more extreme than just after the Norman Conquest. Inequality kills, it leads to huge social breakdown. Yet it is entirely preventable. This webinar will look at the policies we need to end inequality in Britain.

www.gmb.org.uk/webinar003

W4 How Free are UK Trade Unions?

7.00pm – 4 December 2017

2 hrs

Our unions are now amongst the most restricted in the world. This webinar will discuss the consequences of this and what to do about it and what our position looks like in the context of trade union rights throughout the world.

www.gmb.org.uk/webinar004

W5 Class and Trade Unions

7.00pm – 8 January 2018

2 hrs

Attempts to divide workers by race, gender, political belief and occupation have been consistent. What is the meaning and importance of the idea of being part of a working class today?

www.gmb.org.uk/webinar005

W6 The Future of Pensions

7.00pm – 5 February 2018

2 hrs

There is no greater indication of a refusal to invest in the future than the deliberate run down of pension values. This webinar will discuss the future.

www.gmb.org.uk/webinar006

W7 Atypical Contracts and Union Organisation

7.00pm – 5 March 2018

2 hrs

Zero hours contracts, short term contracts, no contracts, freelance working, self employed contracts: the break up of permanent secure work poses new problems for union organisation. What are the trends and what can we do about them.

www.gmb.org.uk/webinar007

W8 Will we be Divided?

7.00pm – 2 April 2018

2 hrs

Enoch Powell's notorious rivers of blood speech 1968 divided workers, shortly after the Grunwick dispute united us. What are the dangers of racial disunity today and the opportunities for renewed solidarity.

www.gmb.org.uk/webinar008

W9 How to Teach and Learn in Trade Unions

7.00pm – 14 May 2018

2 hrs

All trade unionists are educators, they persuade, pass on information, seek to convince and unite for action, present arguments to employers and the public, yet education is constantly seen as something that only happens in a trade union training 'classroom'. How can we appreciate teaching and learning more in the trade unions and how can we reshape learning to meet the new needs of today?

www.gmb.org.uk/webinar009

W10 What does the Trade Union Organising Agenda Really Mean Today with Three Quarters of Workers Unorganised?

7.00pm – 4 June 2018

2 hrs

Organising means different things to different people in the Movement. It means different things in the context of different unions with their different workforces and cultures. But there are some common patterns and successful points we can see from international experience.

www.gmb.org.uk/webinar010

 GFTU ET  @GFTU1

www.gftu.org.uk

LEARNING ABOUT OUR UNIONS

This is a new series of day-schools open to the public to provide an opportunity to understand our Unions more.

Leading figures from the industry concerned and the union will describe the work they do and tell the stories no one ever hears about.

We start with two very strongly organised trade unions, one in our national sport and one in an area of culture none of us can do without. Both unions are organised internationally and play a major role in their professions throughout the world.

Advance booking is essential to avoid disappointment.



EA79 The Professional Footballers Association

1 day

You can't think about our national sport without thinking of the union that every footballer is in, the Professional Footballers' Association (PFA). One of our strongest trade unions, the PFA is organised in every club and has national collective bargaining and representative positions on many of the sports main governing bodies at home and overseas. The union looks after members from when they enter the professional to long after they retire.

Come and hear the fascinating story of the union at the heart of football.

EA80 The Musicians' Union

1 day

The Musicians Union is one of our oldest and most organised unions with a great role to play on the international stage. Its incredible history has just been written. The music industry from Spotify to record companies, jazz café to music festival would be a more difficult place than it is without the tremendous work of the MU which new and established and peripatetic teachers all join. Keep Music Live has been one of the most popular slogans of our age and came from the MU.

At this event well known musicians and union officials will outline the work of the union and open many eyes as to the challenges for musicians today.

SUPPORTING SPECIALIST UNION OFFICERS

The Educational Trust provides support for specialist officers in our unions to meet together with invited guest speakers or just to swap notes to exchange good ideas and tips. It is an essential part of their continuous professional development.

All meetings are held at Quorn Grange Hotel unless otherwise indicated and lunch is provided. Meetings are held between 10.30am and 3.00pm.

EA81 Finance, HR and IT Officers

1 day

8 June, 19 October and 11 December 2017.

EA82 Education Officers

1 day

12 April 2017 (Somerville College Oxford).
15 November and 14 December 2017.

EA83 Health and Safety Officers

1 day

6 July, 5 October and 12 December 2017.

EA84 General Secretaries

1 day

21 June 2017.



GFTU ET



@GFTU1

www.gftu.org.uk

LEARNING AT RUSKIN COLLEGE



Open Days

Coming to an Open Day is a great way to start your journey with us! You will have the opportunity to meet our dedicated tutors who will give you information, advice and guidance to help you make the right choice.

2017 Open Days, 10am-1pm

Friday 17th March	Friday 16th June
Friday 31st March	Friday 30th June
Friday 28th April	Friday 14th July
Friday 12th May	Friday 28th July

At an Open Event you will have the opportunity to:

- Talk to tutors who teach on the courses
- Find out about the support available to you
- Ask about Student Finance and funding
- Look around our beautiful campus and the local area
- Complete an application with the option of an interview to secure your place

College Open Days (drop in)

Tuesday 14th March 2017	6-9pm
Saturday 20th May 2017	11am-4pm
Saturday 24th June 2017	11am-4pm

For more information about our Open Days please visit www.ruskin.ac.uk or call us on 01865 759600.

Taster Sessions

You can experience life at Ruskin College by attending one of our many Taster Sessions where you will get the opportunity to try out your potential course in a relaxing and informal setting and meet other students.

For more information about our Taster Sessions please visit www.ruskin.ac.uk or call us on 01865 759600. Taster Sessions are very popular and booking is essential.

Access to Higher Education Taster Sessions

Friday 24th February 2017	2pm-5pm
Friday 31st March 2017	2pm-5pm
Friday 26th May 2017	2pm-5pm
Friday 30th June 2017	2pm-5pm

We offer:

Further Education – including GCSEs, ACCESS, Functional Skills and Interest-based

- English
- Maths
- IT
- Interest-based
- Preparing for Further Study
- Preparing for Employment
- Writing for a Career in the Arts

- Pre Access to Social Care
- Access to HE
- Digital Evenings

6 day residential FE courses

- Improving your English
28 - 30 March
4 - 6 April
- Improving your Maths
16 - 18 May
23 - 25 May
- Build your own website
6 - 8 June
13 - 15 June

4 day residential FE courses

- Getting creative with your Writing
26 - 29 June

14 Week Courses

- Preparing for Further Study
24 April - 28 July
- Preparing for Employment
24 April - 28 July

Digital Evenings 6-9pm

- LinkedIn: Getting Started
6 June
- LinkedIn: For Business
4 July

Fees and Funding

FURTHER EDUCATION

This course will be:

- Free for group A students
- £150 for group B students
- £150 for group C students

Group A Students

Students receiving:

- Jobseeker's Allowance (JSA) including those receiving national insurance credits only;

- Employment and Support Allowance (ESA) and are in a work-related activity group (WRAG);
- Universal Credit and earning less than £330 per month and are in one of the following groups – All Work-Related Requirements Group, Work Preparation Group or Work-Focused Interview Group;
- Other state benefits and earning less than £330 per month;

Or you are unemployed or employed and wish to progress to more stable employment, are earning less than £330 per month and the course is directly relevant to your employment prospects.

Or you are 19-23 and do not already have a full level 2 qualification or above.

Group B Students

- You are 19-23 and already have a full level 2 qualification or above.
- You are 24 or older and do not already have a full level 2 qualification or above.
- You are not on benefits but are dependent on someone in receipt of benefits.

Group C Students

All other students

All fees include tuition, learning resources/materials, accommodation and meals, except where specified. If you have genuine difficulty paying the fees then we may be able to help - please contact 01865 759798 or email courses@ruskin.ac.uk

Eligibility

Ordinarily you will need to be a citizen of a country within the European Economic Area (EEA) and have been resident in a country within the EEA for 3 years, excluding Wales, Scotland and Northern Ireland. However, if you are a refugee or asylum seeker, please get in touch as you may be eligible for funding.

Why not make Ruskin College the next chapter in your life?



Childcare

If your household income is less than £30,994 we may be able to provide support with childcare costs with a registered childminder whilst you attend the course. Please ring 01865 759798 for more information.



Higher Education Tuition Fees 2016/107	Level	Full Time	Part Time
Access to HE Programmes	3	£3,022	£1,511
Certificate of Higher Education			
SPS	4	£9,000	£4,500
History	4	£9,000	£4,500
Law	4	£9,000	£4,500
Writing for Performance	4	£9,000	£4,500
B.A. Degree			
Social Work	4	£9,000	£6,750
Community Development & Youth Work	4	£9,000	£6,750
International Labour and Trade Union Studies	4	£9,000	£6,750
Foundation Degree			
Writing for Performance	5	£9,000	£4,500
MA Programmes			
Global Labour Social Change	7	£7,850	£3,925

Contact Us

Ruskin College
Ruskin Hall
Dunstan Road
Oxford OX3 9BZ

01865 759600
enquiries@ruskin.ac.uk

/RuskinCollegeOxford

@RuskinOxford

RuskinCollegeOxford

www.ruskin.ac.uk



WORKERS' MUSIC ASSOCIATION



Summer School of Music

21-27 August 2017

1 week

WORKERS' PLAYTIME... Remember the radio programme? Since the 1940s the WMA has organised a summer school for working people to enjoy a week of music.

Do you enjoy music in your spare time?

Nearly everyone listens to music to relax but there are many people, who play an instrument or sing, to relax, spend time with others, and forget about the day to day demands of work. As amateur musicians and/or singers we all wish we could improve how we play and sing and get more confidence to perform for others.

If you can spare a week in August to indulge your musical interests have a look at our website: www.wmasummerschoolofmusic.co.uk

You'll find courses on Jazz, Folk, Chamber music, Opera, Composition, Orchestra, Brass as well as solo and choral singing.

Details of music to be studied will be on the website shortly. All of our tutors have a labour movement background and give

their time to the Summer School simply for satisfaction of seeing people improve and blossom in their own kind of music. It's also an opportunity for you to get out of your musical 'comfort zone' and try something different. Many of our past students first attended the summer school for one course but are now involved in 4 or 5 of the different courses available.

Ingestre Hall is in Staffordshire about 6 miles from Stafford in beautiful countryside. It is owned by Sandwell Authority and has been refurbished as a residential centre for Performing Arts. So you have it all. A week in rural Staffordshire, supportive and experienced tutors, a purpose built centre, comfortable accommodation and an opportunity to spend a week with others who love music. You can indulge yourself in your own style of music or try something. It's all there for you.

Look at the website; and ask your trade union about the WMA. Over the years we have had people who have been sponsored by their TU. You can download an application form from the website or contact: r.harper47@hotmail.com

www.wmasummerschoolofmusic.co.uk



Find out more about Ruskin College, visit www.ruskin.ac.uk

LEARNING AT NORTHERN COLLEGE



About Us

Northern College was established in 1978 as an adult residential college and is housed in the splendid setting of Wentworth Castle which is a site of outstanding historical interest in Barnsley.

It is one of just four adult residential colleges in England which draws students from all over the country to come to study in Barnsley. They are often amazed at the beauty of the college and the surrounding countryside as well as by the friendliness of local people.

People come to the college from many different backgrounds. Men and women of all ages, from 19 to over 70, often with families and dependants, some single parents accompanied by young or school-age children, many familiar with unemployment or part-time, low paid jobs. But what they nearly all have in common is their determination to secure education, qualifications and opportunities they have been previously denied. Some come to the college for short three day courses, some live at the college for nine months.

Outstanding!

The college was graded 'Outstanding' in all areas in its Ofsted inspection in June 2014. Unusually, the inspectors said that "No significant improvements are required".

The college is passionate about removing all barriers to learning and promoting social inclusion and this was celebrated in the Ofsted report which states "Tutors inspire

and challenge students exceptionally well...

The excellent support provided by tutors and the student services team helps students overcome immense personal barriers to learning."

Inspectors also said that "Students develop outstanding personal, social and employability skills" and made special mention of the fact that "Inspirational leadership and governance have helped the college to realise its ambitious vision of providing outstanding adult residential and community education. As a consequence, it has helped to empower and transform the lives of individuals, families and communities."

College Mission

To provide outstanding adult residential and community education for the empowerment and transformation of individuals and communities.

Short Courses

At Northern College, our short courses offer those with few or no formal qualifications, an opportunity to return to study in a safe, supportive and manageable way. You can choose to study short courses for a variety of reasons: for personal interest and development; to gain qualifications; to improve your skills or to take the first steps back into education.

www.northern.ac.uk

Course Subject

English and Maths Humanities Information Technology Social Sciences Health, Social Care and Wellbeing Childcare and Parenting Volunteering, Community Development and Management.

Teacher Education

All short courses at Northern College can be studied residentially and are usually between 3 and 5 days long.

For more information about our short courses please contact : courses@northern.ac.uk

Teach Northern

The Teach Northern Social Purpose

Teacher Education Programme is all about changing the world through education. Whether you call yourself a teacher, tutor, facilitator, group worker, trainer (or anything else), if you work with young people (14+) or adults in a learning environment then our programme is for you! You'll join a vibrant Community of Praxis, supporting each other face-to-face and online in courageous, thought-provoking, creative teaching.

TeachNorthern Courses

Level 3 Award in Education and Training
Level 4 Certificate in Education and Training
Certificate in Education/Professional Graduate Certificate in Education (Cert Ed/PGCE) To discuss bespoke learning tailored for your group or organisation please contact: teachnorthern@gmail.com

Access to HE Diploma

The Access to HE Diploma is a full-time modular course which runs from September to May. It provides very effective preparation for higher education and degree level study.

Students follow a common programme for the first few weeks, called 'Learning for Life', and then follow their chosen pathway which can be one of the following :

Computing (e.g. Web Site Design and Business IT)

Social Sciences (e.g. Sociology and Psychology)

Humanities (e.g. Literature and History)

Education (e.g. Education Theory and Sociology)

For more information about our Access to HE Diploma please contact: registry@northern.ac.uk

Conferences Packages

Also available from £21.95 pp + vat


Contact Us

Northern College
Wentworth Castle
Stainborough, Barnsley
South Yorkshire S75 3ET

Tel : 01226 776000

Email: courses@northern.ac.uk

www.northern.ac.uk



"The Diploma is truly a life changing experience and certainly one for the better!"

USEFUL LEARNING RESOURCES

Our History, Our Future

The GFTU has commissioned from Banner Theatre an amazing performance piece in songs, video clips, images and interviews of the history of the trade union movement. This is available to unions for showing and stimulating debate at union education and other events.

The performance lasts 75 minutes.

Customised Courses

Each GFTU affiliate is entitled to one day of free training according to its own requirements. Please contact the GFTU General Secretary to arrange.

Managing Your Education

The GFTU can take on under a service level agreement the management of all of your union's education programme.

The Ethical Shop works closely with our wonderful ethical, eco-friendly and fairtrade suppliers. Visit our website: <https://ethicalshop.org>

ethicalshop 

 GFTU ET  @GFTU1

www.gftu.org.uk

Project Management

The GFTU can advise or manage your funded projects. We have a considerable track record of managing significant international partnership bids.

Supporting our Educational Trust

Our Educational Trust is a registered charity number 313439.

Any donations however small are welcome to support our activities in keeping trade union education vibrant.

Visit our my donate page: www.mydonate.bt.com/charities/gftueducationaltrust.

Our hotel generates income for the Trust as does our ethical shop and as will our new publishing imprint, Workable Books.

Ethical Shop

New Internationalist

Quorn Grange Hotel

Affiliated unions



OUR HISTORY, OUR FUTURE

The past we inherit, the future we build

A new account of the power of workers' history to strengthen us today.

The GFTU has commissioned a new 75-minute performance piece from Banner Theatre, with video clips, songs and stories to bring alive the full sweep of our trade union history in a powerful and impactful way.

Trade union history is not taught in schools, and labour history is a minority strand in universities' curriculum. Few workers get to know of the great transforming history of our Movement

through their own union training programmes.

Our History, Our Future is a perfect way of filling some of these gaps.

This performance piece is ideal for use in trade union training events, and in the wider community.

It is accompanied by a popular education workshop that uses the exciting and moving material presented to stimulate debate about then, now, and what is to come.

BANNER THEATRE

GFTU
EDUCATIONAL TRUST

“I never knew unions had done so much for so long and so changed the world. I am proud to be part of this Movement.”
Delegate, Young Members' Union Festival

OUR HISTORY, OUR FUTURE

If you do not know where you have come from, how can you know where you are going to?

Banner Theatre is one of Britain's longest established political and community theatre companies, with over forty years' experience of working with trade unions and communities in struggle.

We perform a challenging, living theatre that merges song, video and documentary, continually developing as events unfold, and engaging our audiences in a critical dialogue for change.

We seek not only to entertain, but also to agitate and

join the struggle for a better world.

Our History, Our Future resonates with a wide audience, as demonstrated by the enthusiastic reception this show consistently receives.

'Trade union successes and struggles come alive before our eyes. Stunning.'
Ben Marshall, President, GFTU.

'Totally inspiring, I feel part of something much bigger.'

Participant, New Union Reps training event

'It was great. I learnt more in this show than I did in two years at sixth form. The music was incredibly catchy and interesting.'

Student, Manchester Metropolitan University

For bookings and further information to adapt this performance to your requirements, please contact:

t: 07981 754782

e: bannerauto2013@gmail.com



www.bannertheatre.co.uk

ABOUT GFTU EDUCATIONAL TRUST EDUCATION

Paid time off is normally available for Safety Reps, Shop Stewards and Union Learning Reps who are attending a union approved course. If you have any problems or questions about your rights to paid time off for training contact your appropriate union official, alternatively refer to the ACAS code of practice 3, time off for trade union duties and activities.

How to apply

To apply for a place on any of the courses, festival, schools and other opportunities outlined in this programme you should complete a course nomination form, available online or from GFTU, and have this counter-signed and returned to the GFTU by your General Secretary (Education Officer or other appropriate official). You can apply online or download a form, we will arrange for your forms to be countersigned. Forms can be emailed to daniella@gftu.org.uk

Please note

If nomination forms are not signed by your General Secretary or appropriately authorised official, they will be returned to your union for completion. Applications for all GFTU courses and events must be endorsed by your union.

We do not operate a "first come, first served" approach to allocation of places: all selections are made on merit to help grow and organise the unions. You will be advised if you have been successful or not in being awarded a place a few days after the closing date and not before. You will subsequently receive course arrangements and papers prior to the event.

Always remember to quote the course title.

You may be entitled to have paid release from work to attend a course. Recognised workplace representatives have a legal right to attend union approved courses. If you require any further information about this, please contact your local union officer.

Course fees, expenses and bursaries

Most of the GFTU core programme of courses, webinars, festivals and seminars are free to participants who are members of affiliated trade unions. If you are a member of a trade union not affiliated to the GFTU, a charge of £400 will be applied per participant for 2 day or mid week or weekend courses.

For members of affiliated trade unions, accommodation, travel, meals and all accreditation fees are normally paid for by the GFTU Educational Trust for many of the courses in this programme, especially the Winning in the Workplace Courses. The GFTU does not pay for travel to 5 day courses at Northern College, but will pay for all accommodation and subsistence. For members of non affiliated unions wishing to take advantage of our five day residential courses, spaces permitting following all GFTU affiliates' applications, there is a fee of £850.

For members of GFTU affiliated unions wishing to make further use of Quorn Grange Hotel facilities, food and accommodation on and either side of a day event at Quorn, with free gym, free WiFi and free parking, free teas and coffees the charges are as follows: £60

For members of the public and non GFTU affiliated unions wishing to make further use of Quorn Grange facilities food and accommodation on and either side of a day event at Quorn, the charges are as follows for a 24 hour day rate including all of the services indicated above: £107 including lunch and dinner, bed and breakfast: Separate, non-residential meal costs are as follows: Lunch only, 2 courses £6.50, teas and coffees free, Day-school dinner only, 2 courses £14.00, Lunch and Dinner £20.

In some circumstances the GFTU Educational Trust may be able to support any necessary child care arrangements. These should be discussed with the GFTU In advance.

GFTU affiliated unions seeking bursaries and other support for particular events should contact the GFTU General Secretary prior to completing nomination forms. Such requests should come through the General Secretary of the Union or the authorised official for education nomination purposes.

From time to time the GFTU makes bursary payments to individual members of affiliated unions seeking support in furthering their education, or cultural, educational, arts and historic projects consistent with the general aims and ethos of the Trust. Enquiries should be made to the Trust Secretary. All applications are considered on merit and the decision of the Trustees is final.

Travelling expenses

The GFTU Educational Trust in accordance with the current Trust policy pays travelling expenses for most residential courses and other courses in the Winning in the workplace series unless the expenses are paid by the learners' own union.

For participants who are travelling by train, they are required to purchase their ticket in advance and claim back the rail fare on production of tickets or receipts. This can be

done straight after purchase or at the course. Payments will be made as quickly as possible to avoid hardship.

Participants where possible will be expected to use public transport. If a taxi is used between the railway station and the venue, fares will only be reimbursed on production of receipts.

We do not pay taxi fares between your home and the station.

For those participants who chose to travel to the course by car please complete your mileage figures on the expenses form. These will be verified. Please note that the mileage rate for the programme is 20p per mile.

Whilst the GFTU endeavours to keep any costs to participants to a minimum we are not responsible for any parking costs at an airport or station.

For those travelling from either Northern Ireland or Republic of Ireland, flights will be arranged by GFTU staff a minimum of 2 weeks prior to the course upon confirmation of acceptance.

Under a separate agreement, members from our International affiliates CCISUA and Nautilus International are responsible for their own airfares and the GFTU will provide public transport travel costs to cover from the UK airport to the venue and return where applicable.

For those participants who are travelling long distances (excluding those covered by the above paragraphs) and who wish to fly to the course may do so, however they are responsible for making their own flight bookings and will only be reimbursed for standard class saver rail travel or the flight cost (whichever is less) only with receipts accompanying the claim.

Travel costs to and from airports are not normally payable.

The GFTU ET reserves the right to alter its

policy on travel expenses and the method of payment of expenses at any time.

All reimbursements will be by bank transfer only.

GFTU affiliated unions seeking bursaries and other support for particular events should contact the GFTU General Secretary prior to completing nomination forms. Such requests should come through the General Secretary of the Union or the authorised official for education nomination purposes.

Procedure for non-attendance

On receipt of the acceptance on a course or day-school all participants must notify the GFTU office either by post, email or telephone within 7 working days whether or not they are able to attend the course. Any student who has not responded within this time will be removed from the student list. If you have been unable to respond for good reason you can contact the GFTU to be re-instated.

All students who have accepted a place on the course and whose circumstances change must notify the GFTU as soon as possible to ensure that the GFTU has time to notify the venue in advance of the cancellation. Normally this will be seven days.

GFTU fully accepts that on certain occasions it is necessary to cancel a course place at very short notice for genuine sometimes health or family or other emergency reasons and the GFTU will try to minimise any costs incurred, but if a participant cancels within a week of the course 2 times without a valid reason, they will not be awarded places on future GFTU courses and/or they will be charged at full cost for the cancellation. Their unions will also be notified.

In the event of students failing to turn up for the course without notifying the GFTU they will be charged for the full cost of that failure to attend and their unions informed of this



matter. Should the student fail to pay this sum the matter will be passed to their union and/or the GFTU executive for consideration.

Participants cancelling their place with less than seven day's notice and without good reason as determined by the GFTU will be charged the full cost of the place they have vacated and their union will be informed in all circumstances.

Bringing a guest or carer

If you wish, you can bring a guest or partner with you to the course or event location, but you are responsible for all additional costs including travel and any room supplement. This is usually only available in our hotel venue. The GFTU does its best to minimise the costs of bringing a guest but cannot, under any circumstances, be held responsible for any of the costs (including rooms and meals) incurred by a delegate's guest.

The rate for guests at Quorn Grange Hotel is £68 per person per night for full board and breakfast. No other rates are available. This charge will be payable on departure. No guests can be accommodated on 5 day programmes unless under special circumstances. All those attending day-schools and festivals should be notified participants. Guests should not participate in other education events. If there are any special arrangements for carers please notify the GFTU prior to your attendance.

All guest bookings should be made through the GFTU. Please phone for further details.

Bringing your dog

Quorn Grange Hotel has now allocated some bedrooms for guests to stay with their dog. If you have a well behaved pooch that you would like to bring you can now do so subject of course to availability. You will have to pay a small supplement at the hotel on departure, usually around £15. Please note dogs are not allowed in the training room (except guide dogs).

All doggy bookings must be done via the GFTU Office.

Help and Advice

If you need any advice or information on any aspect of the Trust's activities, please contact

General Federation of Trade Unions
The Lodge
84 Wood Lane
Quorn
Leicestershire
LE12 8DB
Telephone: 01509 410 853



60,000 delegates loved our numbers in 2016

32 meeting rooms **338** BEDROOMS **450** CAPACITY KNIGHTON SUITE

10 MINUTES off the M6 **1.5** hours from LONDON **300** MBPS WiFi **800** CONNECTIONS

25 acres **400** FREE car parking spaces **SPORTS** centre

You can count on us to deliver more than just the numbers at your event visit www.yarnfieldpark.co.uk to find out how

grow | inspire | empower

GFTU ET @GFTU1

www.gftu.org.uk

Discounted conference rates available for GFTU affiliates at Yarnfield Park Training & Conference Centre.

Please phone the Sales Office on **01785 762900** or email: info@yarnfieldpark.co.uk to find out more.



2017-2018 COURSE GUIDE



Code	Course Title	Days	Dates	Location	Page
EA35	Annual Youth Festival	3	7-9 April 2017	Quorn	19
EA07	GFTU Negotiating Skills Programme	5	10-14 April 2017	Northern	10
EA82	Education Officers	1	12 April 2017	Somerville	43
EA02	Grievance and Discipline at Work	1	16 May 2017	Quorn	9
EA01	Introducing ACAS	1	17 May 2017	Quorn	9
EA66	The Derby Silk Mill Lockout	1	21 May 2017	Quorn	33
EA30	Getting our Voice Heard in the Media – Local and Regional	1	22 May 2017	Quorn	17
EA14	Equalities Issues at Work	1	23 May 2017	Quorn	12
EA17	Organising for Better Health and Safety at Work	1	24 May 2017	Quorn	13
EA41	Introduction to Pensions	1	25 May 2017	Quorn	22
EA42	Advanced Pensions	2	4-5 June 2017	Quorn	22
EA48	What is Community?	1	6 June 2017	Quorn	27
EA81	Finance, HR and IT Officers	1	8 June 2017	Quorn	43
EA19	Mental Health and Well-being at Work	1	12 June 2017	Quorn	13
EA03	Advanced Dispute Resolution Techniques	2	17-18 June 2017	Quorn	9
EA15	Divided Society	1	19 June 2017	Quorn	12
EA09	New Reps' Development	2	19-20 June 2017	Quorn	11
EA84	General Secretaries	1	21 June 2017	Quorn	43
EA31	Effective National Communications Strategies	2	28-29 June 2017	Quorn	17
EA11	Experienced Reps' Development	2	6-7 July 2017	Quorn	11
EA83	Health and Safety Officers	1	6 July 2017	Quorn	43
W1	Wages, Inflation and Pay Bargaining	7pm	4 July 2017	Webinar	40
	Durham Miners Gala	1	8 July 2017	Durham	
EA08	GFTU Shop Stewards Part 2	5	10-14 July 2017	Northern	11
	Tolpuddle Martyrs Festival	3	14-16 July 2017	Tolpuddle	
EA06	GFTU Health & Safety Reps Part 2	5	24-28 July 2017	Northern	10

Code	Course Title	Days	Dates	Location	Page
	Kurdish Cultural Festival	1	30 July 2017	Quorn	39
	Workers' Music School	7	21-27 August 2017	Ingestre Hall	46
EA04	Employment Tribunals 1	1	5 September 2017	Quorn	9
EA49	Persuading People, the Psychology of Change	1	6 September 2017	Northern	27
EA38	Money Matters	1	11 September 2017	Quorn	20
EA18	Neuro Diversity Issues at Work – An Introduction	1	19 September 2017	Quorn	13
EA09	New Reps' Development	2	23-24 September 2017	Quorn	11
EA67	Gerard Winstanley and The Diggers	1	24 September 2017	Quorn	33
W2	The End of Austerity	7pm	2 October 2017	Webinar	40
EA50	Debunking 'Economics'	1	4 October 2017	Quorn	28
EA83	Health and Safety Officers	1	5 October 2017	Quorn	43
EA78	The Principles and Practice of Effective Trade Union Education – Post Graduate Course	1	6 October 2017	Newman	37
EA20	Creating Champions for Mental Health at Work	1	9 October 2017	Quorn	13
EA54	Professionalism	1	10 October 2017	Quorn	30
EA25	Social Media and the Law	1	18 October 2017	Leeds	15
EA81	Finance, HR and IT Officers	1	19 October 2017	Quorn	43
EA05	Advanced Negotiating Techniques	2	28-29 October 2017	Quorn	9
EA62	The Peasant Revolts of 1549	1	29 October 2017	Quorn	33
EA55	Understanding the Management Role to Improve Management Performance	2	30-31 October 2017	Quorn	32
EA45	Liberating Arts Festival	3	3-5 November 2017	Yarnfield	24
EA51	The European Union Single Market	1	7 November 2017	Quorn	28
W3	How to End Inequality	7pm	6 November 2017	Webinar	40
EA78	The Principles and Practice of Effective Trade Union Education – Post Graduate Course	1	10 November 2017	Newman	37
EA39	Apprentices at Work	1	11 November 2017	Quorn	20
EA11	Experienced Reps' Development	2	11-12 November 2017	Quorn	11
EA52	Saving and Growing our Public NHS	1	12 November 2017	Quorn	29
EA21	The Politics of Health and Safety at Work	1	13 November 2017	Quorn	13
EA82	Education Officers	1	15 November 2017	Quorn	43
EA68	Great Women Trade Unionists	1	18 November 2017	Quorn	34

Code	Course Title	Days	Dates	Location	Page
EA22	Employment Law Now	2	25-26 November 2017	Quorn	14
EA40	The Hardest to Organise	1	4 December 2017	Quorn	20
W4	How Free are UK Trade Unions?	7pm	4 December 2017	Webinar	41
EA34	Organising Workers, What Works?	1	7 December 2017	Quorn	19
EA78	The Principles and Practice of Effective Trade Union Education – Post Graduate Course	1	8 December 2017	Newman	37
EA81	Finance, HR and IT Officers	1	11 December 2017	Quorn	43
EA83	Health and Safety Officers	1	12 December 2017	Quorn	43
EA01	Introducing ACAS	1	13 December 2017	Quorn	9
EA82	Education Officers	1	14 December 2017	Quorn	43
EA46	Creativity, Arts and Trade Unionism	1	18 December 2017	Quorn	24
EA13	The Equalities Act	1	19 December 2017	Quorn	12
EA16	Introduction to Health and Safety at Work	1	20 December 2017	Quorn	13
EA23	The Law at Work - A Representative's Guide	2	6-7 January 2018	Quorn	14
W5	Class and Trade Unions	7pm	8 January 2018	Webinar	41
EA47	Campaigning	1	11 January 2018	Quorn	27
EA77	Learning to Teach	2	11-12 January 2018	Quorn	37
EA50	Debunking 'Economics'	1	12 January 2018	Quorn	28
EA69	The Chartists	1	14 January 2018	Quorn	34
EA29	Collective Labour Law	1	15 January 2018	Quorn	15
EA43	Speaking out Confidently	1	21 January 2018	Quorn	23
EA79	The Professional Footballers Association	1	28 January 2018	Quorn	42
EA44	Interview Skills	1	29 January 2018	Quorn	23
W6	The Future of Pensions	7pm	5 February 2018	Webinar	41
EA24	A Manifesto for Labour Law: Towards a Comprehensive Revision of Workers' Rights	1	5 February 2018	Quorn	14
EA80	The Musicians' Union	1	18 February 2018	Quorn	42
EA37	Union Building Conference	3	23-25 February 2018	Yarnfield	20
EA32	Introduction to Mentoring	2	3-4 March 2018	Quorn	18
EA71	The Modern Trade Union Movement	1	4 March 2018	Quorn	34
W7	Atypical Contracts and Union Organisation	7pm	5 March 2018	Webinar	41
EA26	Employment Tribunals 2	1	5 March 2018	Quorn	15

Code	Course Title	Days	Dates	Location	Page
EA78	The Principles and Practice of Effective Trade Union Education – Post Graduate Course	1	9 March 2018	Newman	37
EA53	Parliament, Getting the Best Out of It	2	21-22 March 2018	London	30
W8	Will we be Divided?	7pm	2 April 2018	Webinar	41
EA27	Suing an Employer – Breach of Contract Issues	1	2 April 2018	Quorn	15
EA33	Taking Mentoring Forwards	1	3 April 2018	Quorn	18
EA09	New Reps' Development	2	9-10 April 2018	Quorn	11
EA11	Experienced Reps' Development	2	16-17 April 2018	Quorn	11
EA36	Annual Youth Festival	3	20-22 April 2018	Quorn	19
EA72	The Working Class and Issues of Race and Gender in Recent History	1	29 April 2018	Quorn	35
EA73	Captain Swing. The Luddites	1	6 May 2018	Quorn	35
EA28	International Trade Union Rights	1	7 May 2018	Quorn	15
W9	How to Teach and Learn in Trade Unions	7pm	14 May 2018	Webinar	41
EA70	Our Songs Made History	1	3 June 2018	Quorn	34
W10	What does the Trade Union Organising Agenda Really Mean Today with Three Quarters of Workers Unorganised?	7pm	4 June 2018	Webinar	41
EA74	100 Years in 100 Minutes	1	10 June 2018	Quorn	35
EA76	Our Poetry	1	17 June 2018	Quorn	35
EA75	The Levellers	1	24 June 2018	Quorn	35
EA71	The Modern Trade Union Movement	1	1 July 2018	Quorn	34
EA56	Management Communication		to be confirmed	Quorn	32
EA57	Becoming an Effective Leader		to be confirmed	Quorn	32
EA58	Coaching and Mentoring in the Workplace		to be confirmed	Quorn	32
EA59	Understanding Financial Management		to be confirmed	Quorn	32
EA60	Managing a Healthy and Safe Environment		to be confirmed	Quorn	32
EA60	Managing Equality and Diversity in the Organisation		to be confirmed	Quorn	32

AFFILIATES



The GFTU Educational Trust Trustees have wide experience of education and equalities work in trade unions, higher and further education, schools, youth services, the private, charitable and public sectors. They are:

*Lynne Ambler
Dami Benbow
Prof. Sian Moore
Doug Nicholls
Steve Orchard*

*Bindu Paul
Angela Pratten
Nadine Rae
Dr. Michael Sanders
John Smith*



GFTU ET



@GFTU1

www.gftu.org.uk