



Women's Committee Mandate

January 2010

The Component Women's Committee

The Chairperson of the Component Women's Committee and the Chairpersons of each Local Women's Committee shall comprise the Component Women's Committee. The Component President shall appoint a Component Women's Chairperson.

The Component Women's Committee Chairperson shall:

1. Work to increase the participation of women in the Union at all levels and educate women in the Union in all aspects of Union activity.
2. Assist the Component and the Locals in developing strategy to attract and encourage women to take on leadership roles. Develop recommendations for the Component and the Local to promote women's issues.
3. Participate in CUPE National Women's Committee.
4. Participate where possible and if financially viable with women inside and outside the Labour Movement in areas of mutual interest.
5. Participate, where possible and if financially viable in any demonstrations/seminars/courses, which deal with women's issues in order to educate and enhance women's movement.
6. Report to the Component President as required verbally or in writing, and report to the quarterly Regular ACCEX meetings in writing on women's issues.
7. Draft membership bulletin information, if required, for submission to the Component President.
8. Ensure the proper functioning of the Component Committee and ensure that Local Chairpersons are fully knowledgeable.
9. Manage the approved Committee budget in cooperation with the Component Secretary-Treasurer, in accordance with the Component Bylaws.
10. Promote the Union policy of having a minimum of two CUPE representatives whenever meeting with the employer on official union business.
11. Confirm all verbal communications with the Company in writing. All written Committee communications should be copied to the Component President.



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12. Verify that Committee flight release requests are properly actioned by the Component President and the employer and report any discrepancies to the Component President. The Chairperson must ensure that appropriate pay code (Company or Union paid) is entered in computer system for flight release.
13. It is an established principle that whenever Union Officers and Committee Members are scheduled to meet with the Company, there should always be at least two Union members present.

As Special Assignment is defined as quasi management in the Collective Agreement, any member who is on a Special Assignment shall continue to pay dues and be eligible for voting but must resign from any CUPE position and shall not be eligible for nomination or appointment to any office or Committee in the Union. He/she shall not be eligible to attend meetings of the Union except with the approval of a majority of the members at such meetings."

A certain amount of volunteerism is involved.