

# ERC Members' Job Description

Source: OPSEU course, *Advancing Union Issues through Labour Management Committees*

1. Maintain as effective relations between employer and union members as possible.
2. Identify workplace issues requiring union/management cooperation.
3. Explore options and agree on the best ways to settle workplace problems.
4. Communicate to and represent the membership on issues affecting them at the ERC.
5. Communicate with the Local Executive Committee of the Union.

## Being effective as union-side ERC members

### Individually:

1. Know your collective agreement, employer policy and union policy.
2. Talk to your members and other stewards to stay current on important workplace issues.
3. Participate in union caucus meetings by bringing your members' concerns forward and participating in developing strategy.

### Union Co-Chair:

1. Convene and facilitate regular union-side caucus meetings to identify issues and develop strategy.
2. Co-produce the ERC agenda and minutes and distribute them to all members.
3. Ensure ongoing communication with the Local Executive Committee.