

2024 Education Programme



Dear Colleague

Following the adoption of UNISON's Organising to Win plan at our 2023 National Delegate Conference, this year's Education programme will concentrate on the main aims of the plan – the training, development and retention of new stewards and activists. 2024 will also see the launch of a new series of workshops and courses designed to continue to build UNISON the workplace – both through new activist courses and our member learning programme. This will include for the first time a suite of workshops to help gain, develop, and support workplace contacts/active members.

2024 is a crucial year for UNISON and our education programme is at the heart of how we organise and how members and activists get active in their workplaces, and how we support branches in giving members a voice.

Ali Evans

Joint Regional Convenor

&

Chair of Regional Development and Organising Committee

UNISON South West





Dear Colleague

In the 2024 Education programme, we have made some changes to help achieve UNISON's National Organising to Win strategy aims. Our focus will be on trying to ensure that all newly elected or appointed stewards/ reps are trained within one year, and that all reps receive equality training within 3 years of taking up the role.

Initially, this will mean a pared back programme to focus on this. However, in early 2024 we will be launching a new Organising to Win suite of courses aimed at all reps and activists, plus active members who want to be involved in UNISON's work but not yet take the step to become a full rep. The details of this are below and dates and fuller details will be launched early in the New Year.

We have also consolidated our follow-up programmes into single courses.

We will also be adding courses for new stewards and health and safety reps for September to December 2024 shortly, and this will include pilots on delivering these as fully hybrid courses, and as evening and/or weekend classes.

You will see that there is now a charge to branches for the courses and this is due to the instruction made nationally by UNISON two years ago, that all regions should charge for activist courses. I have spent those two years in discussion with UNISON nationally over this and during that time we did not charge, however I must now introduce them.

The Regional Development & Organising Committee voted that we should give branches a choice on how to pay – either to pay the charge as each rep and activist attends the course, or to offer a levy system. This system will work on a branch paying very small percentage of their income at the beginning of the year, and this would mean that the branch would be exempt from the charges, as they would have already paid a contribution.

I will be writing to branches separately on this, and branches will be given a choice to either opt into the levy or pay as reps attend. In the meantime, I will keep the charges as low as I can and for the Organising Stewards Training and Health and Safety Stage 1 this will be £10 for the whole course.

Mark Everden
Regional Organiser (Education)
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Note:

- i) All members registering for a training course, **MUST** ensure that their branch has authorised their attendance.
- ii) **TBC** denotes: To be confirmed (dates)

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| ERA Refresher | 2 days in person OR 4 x 90-minute sessions online. This course is designed to meet the requirements of the Employment Relations Act (ERA) recertification, which states that Stewards need to update their skills and training every 5 years. | 13 & 14 |
| Further Representation Skills & Confidence | 3 days in person or 2 days online. The course reinforces some approaches and procedures introduced in the 5-day Stewards course and explores in more detail. | 14 & 15 |
| Confidence in Speaking Up, Public Speaking & Speech Writing – | 3 days. Aimed at all reps, stewards and branch officers who want to feel more confident speaking in public and crafting effective speeches, whether at conferences, rallies, or branch meetings. | 15 & 16 |
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Equality

| Course Name | Description | Page No. |
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| Making Equality Central to Your Union Practice - a course for UNISON Activists | This course is for all representatives and branch officers and explores internal and external tools, which can support equality bargaining, negotiating and representation. Note: This course or Equality in your Branch, must be done within two years of appointment. | 20 |
| Equality in Your Branch - Developing a Branch Equality Action Plan | This course for all representatives and branch officers is usually run as a Branch Development Day. The course will help you understand how discrimination affects our members, what the branch can do to tackle discrimination at work and encourage under-represented members to be involved in union activity. Note: This course or Making Equality Central to your Practice, must be done within two years of appointment. | 21 |
| Challenging Racism in the Workplace – Negotiating for Race Equality | Challenging Racism in the Workplace is central to UNISON's work. This course offers a range of ideas and checklists for activists to help them incorporate anti-racism in their day-to-day campaigning, organising, recruitment and negotiation work. This course is essential training for branch negotiators, Branch Secretary, Service Conditions Officer, Convenors, Equality Co-ordinator, and Black Member's Officers. Note: All representatives and branch officers must do this course within three years of appointment. | 21 & 22 |
| Trans Ally Workshop – How to be a Good Trans Ally | This short workshop has been written together with the LGBT+ National Self-Organised Group and Trans Caucus and is for both UNISON activists and members. | 23 |
| Race Discrimination Claims Protocol Workshop | This course is mandatory for all UNISON activists. It will give an overview of the UNISON's Race Discrimination Protocol and identify organising opportunities for branches and activists. | 24 |
| Self Organised Groups – Pre-conference Training | Pre-conference training is available for all National SOG Conferences and is arranged in consultation with each Self-Organised Group's Regional Committee. | 25 |
| Branch Officer Training for Equality Roles | Please see Events Page Womens' Officer, LGBT+ Officer & Contact, Black Members' Officer, Disabled Members' Officer & Young Members' Officer | 38 & 39 |

Member Learning

| Name | Description | Date/s | Page No. |
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| Loss and Bereavement in Children & Young People Awareness | This workshop is for UNISON members who work with children and young people who want to build greater awareness of the impact of bereavement and grief. | Wednesday 10 January 10:15am – 12:45pm | 27 & 28 |
| Conflict Management for School Workers (Conflict with Pupils) | This course will be of benefit to staff who are required to deal with angry, aggressive or challenging young people through the course of their work. | Wednesday 28 February 09:30am - 12:30pm | 28 & 29 |
| Caring for Adults | This online course is aimed at members who care for adults as part of their role. | Thursday 14 March 9:30am – 12:30pm | 29 & 30 |
| Stress Awareness | This half day course looks at stress, which one of the main causes of illness in the modern world, and ways that you can cope with it. | Thursday 25 April 9:30am – 12:30pm | 30 |
| Mental Health Awareness | Mental Health Awareness Week takes place every year between 13 – 19 th May. Learn with UNISON to be more aware about mental health. | Thursday 16 May 1:30pm-4:30pm | 31 |
| Dementia Awareness – Aimed at UNISON Members in Care | This course is for those who work in the care and may be responsible for caring for service users who have or may have dementia. | Wednesday 22 May 13:00 – 16:00pm | 32 |

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|---|--|---|--------------------|
| Mental Health in Children & Young People Awareness | This learning takes a look at the everyday challenges facing children and young people and the effect it can have on their mental health. | Wednesday 12 June | 33 |
| End of Life Care | This virtual course explores how with our aging population more people are facing illness and need for end-of-life care and support. | Thursday 17 October 9:30am – 12:30pm | 33 & 34 |
| Dealing with Difficult Face-to-Face Conversations | This half day course is aimed at members who, whilst at work regularly face difficult conversations or situations. | Monday 11 November 9:30am – 12:30pm | 34 & 35 |
| Learning & Networking | For Reps. Education Officers & Lifelong Learning Officers across the SW Region. A chance to network with other Reps. across the Educational Network. | Tuesday 23 April 9:30am – 4:00pm | 35 |
| | | Tuesday 15 October 9:30am – 4:00pm | |

Events & Additional

| Name | Description | Date/s | Page No. |
|---|---|---|--------------------|
| Get Active | For newly active members of UNISON and members who want to learn more about UNISON. | Friday 17 May to Sunday 19 May 2024 | 36 |
| Branch Officers' Training Weekend (UNISON Croyde) | All newly elected or re-elected Branch Officers, or members interested in taking up one of these roles. | Thursday 4 July to Sunday 7 July 2024 Branch: Secretary, Chair, Treasurer, Communication Officer, Education/Lifelong Learning Coordinator, Health & Safety Officer, International Officer, Membership Officer | 37 & 38 |
| Self-Organised Groups & Young Members Training <i>- Various venues.</i> | Designed to define the role of the UNISON branch Equality Co-Ordinator, SOG officer or contact | Various Dates & Venues: Equality Coordinator, Womens' Officer, LBGT+ Officer & Contact, Black Members' Officer, Disabled Members' Officer & Young Members' Officer | 38 & 39 |
| Residential Organising Bootcamp – New! | UNISON Croyde. This pilot residential event is designed to ensure organising is at the heart of what we do. | A new strand to our Regional Education Programme which focuses on building UNISON in workplaces, campaigning on issues and increasing our activist base. Date & Venue TBC | 39 & 40 |

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|---|--|------------------------------------|--------------------|
| National Delegate Conference - Pre-conference Training | UNISON Taunton. The aim of the briefing is to provide information to assist delegates to understand and participate in the National Delegate Conference | Thursday 9 May 10:00am - 3:00pm | 40 & 41 |
| Need Help? | Contact details for your reference | | 41 |

Activist Education Core Programme

Organising Steward Course - 5 days



This course is aimed at new and previously untrained stewards and aims to develop your skills, knowledge and confidence to enable you to carry out the role of a steward in UNISON, including to:

- Understand the role of an organising union in public services
- Work with members to tackle issues in the workplace
- Work with members in resolving cases
- Know where and when to seek advice and guidance
- Understand how procedures work in practice

Each course runs from 09:30am until 4:30pm.

Note: To become an accredited Rep./Steward, you will need to attend all 5 sessions

Course Cost: There is a fee to the branch of £10

| Location | Day | Dates | Booking Link |
|----------|----------|--------------------------------------|-------------------------------|
| Bristol | Friday | 12, 19 & 26 January + 2 & 9 February | Register Here |
| Bristol | Monday | 1, 8, 15, 22 & 29 July | Register Here |
| Taunton | Monday | 15, 22, 29 April + 13 & 20 May | Register Here |
| Exeter | Tuesday | 27 February + 5, 12, 19 & 26 March | Register Here |
| Online | Thursday | 22 & 29 February + 7, 14 & 21 March | Register Here |
| Online | Thursday | 6, 13, 20 & 27 June + 4 July | Register Here |

Note: Dependent on demand, additional courses may be offered.

Health and Safety Stage 1 (5 days)



This **5-day** course is aimed at new and previously untrained Health and Safety Representatives and will cover:

- The role of the H&S Rep
- The rights of the H&S rep and health and safety law
- Responsibilities of the employer
- Carrying out workplace inspections
- Understanding Risk Assessment
- Organising around health and safety issues
- Raising health and safety issue with the employer

Note:

- i) Each day will run from 09:30am until 4:30pm
- ii) You will need to be able to attend all 5 days.

Course Cost: There is a fee to the branch of £10 for this course.

| Location | Day | Dates | Booking Link |
|----------|---------|-------------------------------|-------------------------------|
| Bristol | Tuesday | 21 & 28 May + 4, 11 & 18 June | Register Here |

Union Learning Representatives (3 days)



As a Union Learning Representative, you will help your colleagues identify the skills they need to move on and help them sort out things like time off to train, loans, grants and funding, or any additional support they might need. The information on this website about UNISON member learning will help you point them to some of the opportunities that are open to them.

The core course for new union learning representatives explains UNISON's approach to lifelong learning and helping working people to gain skills and qualifications and learn for personal fulfilment. What will I learn? - **This 3-day course covers:**

- The role of trade unions in learning & skills
- How to promote UNISON and its learning offers
- Learn how to identify learning needs of members
- Learn how to remove barriers to learning
- Gain knowledge on working with branches and employers

With a focus on those who have traditionally been excluded from learning, you will learn how you can work with members and employers to identify learning needs, promote UNISON's learning offer, and organise around learning.

You can find out more about being a ULR by completing our short online learning module introducing the role, which you can find [on our e-learning site](#).

Lunch will be provided; travel expenses & mileage can be claimed from your branch.

We are happy to support you in requesting time off from your employer to attend this learning.

Course Cost: There is a fee to the branch of £10

[Register your interest here](#)

ERA Refresher

2 days in person
OR
4 x 90-minute sessions online



This course is designed to meet the requirements of the Employment Relations Act (ERA) recertification, which states that **Stewards need to update their skills and training every 5 years**. It involves group work and discussion and is a good opportunity to network and share ideas and experiences.

The course will:

- Update reps on new legislation relevant to their role
- Introduce new developments in UNISON
- Develop new skills and ideas including preparing for, and representing, cases and encouraging and supporting new activists.

Note: We actively encourage branches to hold this course internally and will be happy to help you organise this.

Course Cost: *FREE!* There is no charge to the branch for this course.

| Location | Day | Session | Date | Booking Link |
|----------|-----------|---------|-------------|-------------------------------|
| Exeter | Wednesday | 1 | 14 February | Register Here |
| | Thursday | 2 | 15 February | |
| Taunton | Wednesday | 1 | 17 April | Register Here |
| | Thursday | 2 | 18 April | |
| Bristol | Wednesday | 1 | 19 June | Register Here |
| | Thursday | 2 | 20 June | |

| | | | | |
|---------------|-------------|---|-------------|-------------------------------|
| Dorset | Wednesday | 1 | 6 November | Register Here |
| | Thursday | 2 | 7 November | |
| Online | Monday's x4 | 1 | 5 February | Register Here |
| | | 2 | 12 February | |
| | | 3 | 19 February | |
| | | 4 | 26 February | |
| Online | Monday's X4 | 1 | 19 August | Register Here |
| | | 2 | 26 August | |
| | | 3 | 2 September | |
| | | 4 | 9 September | |

Follow-Up Training for Activists



Further Representation Skills & Confidence 3 days in person or 2 days online

The course reinforces some approaches and procedures introduced in the 5-day Stewards course and explores in more detail:

- The process for identifying needs and exploring what is and isn't a case
- Recapping on sources of information especially the ACAS Code
- Preparing for a grievance and a capability case
- Planning and building a case including interviewing witnesses
- Possible outcomes from cases
- Building confidence, getting organised and looking after yourself.

Course Cost: There is a fee to the branch of £25 for this course.

| Location | Day | Session No. | Date | Booking Link |
|----------------|------------|-------------|-------------|-------------------------------|
| Exeter | Wednesday, | 1 | 21 February | Register Here |
| | Thursday | 2 | 22 February | |
| | Friday | 3 | 23 February | |
| Dorset | Wednesday | 1 | 27 March | Register Here |
| | Thursday | 2 | 28 March | |
| | Friday | 3 | 29 March | |
| Taunton | Wednesday | 1 | 22 May | Register Here |
| | Thursday | 2 | 23 May | |
| | Friday | 3 | 24 May | |
| Bristol | Wednesday | 1 | 17 July | Register Here |
| | Thursday | 2 | 18 July | |
| | Friday | 3 | 19 July | |
| Online | Thursday's | 1 | 15 August | Register Here |
| | | 2 | 22 August | |
| Online | Monday's | 1 | 21 October | Register Here |
| | | 2 | 28 October | |

Confidence in Speaking Up, Public Speaking & Speech Writing



This **3-day** workshop will give you an understanding in:

- The elements of a good speech
- How to construct a speech that delivers your message effectively.
- Crafting your speech
- Confidence in delivering your speech

This course is aimed at all reps, stewards and branch officers who want to feel more confident speaking in public and crafting effective speeches, whether at conferences, rallies, or branch meetings.

As part of this course, you will be asked to write and deliver a short speech on an issue you are passionate about.

Course Cost: There is a fee to the branch of £25 for this course.

| LOCATION | DAY | SESSION NO. | DATES | BOOKING LINK |
|----------------|-----------|-------------|--------------|-------------------------------|
| Taunton | Thursday | 1 | 4 April | Register Here |
| | Friday | 2 | 5 April | |
| | Wednesday | 3 | 10 April | |
| Bristol | Wednesday | 1 | 25 September | Register Here |
| | Thursday | 2 | 26 September | |
| | Thursday | 3 | 3 October | |
| Exeter | Wednesday | 1 | 5 June | Register Here |
| | Thursday | 2 | 6 June | |
| | Wednesday | 3 | 12 June | |

Further Skills for Health & Safety Representatives



This course builds upon the Stage 1 Health and Safety Representatives' Course and will help you to:

- involve members more in health and safety issues and develop a collective approach to health and safety
- ensure that equality and diversity is considered in workplace health and safety
- find out information about the law and use it more effectively, including RIDDOR and other health and safety regulations
- gain further skills on organising around health and safety in the workplace

Course Cost: There is a fee to the branch of £25 for this course.

| Location | Day | Session No. | Date | Booking Link |
|----------|-----------|-------------|--------------|-------------------------------|
| Taunton | Wednesday | 1 | 23 October | Register Here |
| | Thursday | 2 | 24 October | |
| | Friday | 3 | 25 October | |
| Exeter | Wednesday | 1 | 31 July | Register Here |
| | Thursday | 2 | 1 August | |
| | Friday | 3 | 2 August | |
| Bristol | Friday's | 1 | 30 August | Register Here |
| | | 2 | 6 September | |
| | | 3 | 13 September | |
| Dorset | Wednesday | 1 | 20 November | Register Here |
| | Thursday | 2 | 21 November | |
| | Friday | 3 | 22 November | |
| Online | Monday's | 1 | 4 March | Register Here |
| | | 2 | 11 March | |

Organising to Win

In early 2024 we are launching a new strand to our Regional Education Programme which focuses on building UNISON in workplaces, campaigning on issues and increasing our activist base. This will for the first time, include formal regional training for workplace contacts/active members.

Launching in early 2024!

This programme will include reps. and activists' courses:

- Mapping the Workplace – Using maps to organise and build member power
 - Campaigning on an Issue in your Workplace
 - Effective Conversations
 - Building Power in the Workplace
 - Developing New Activists 1 – Building the Branch
 - Developing New Activists 2 – Mentoring and Coaching
 - Using data to Organise
 - Social Media/Online Skills for Organising
-

Courses for Workplace Contacts/Active Members

For all members in workplaces who want to get involved in UNISON without taking the step of becoming an elected activist.

Courses will cover:

- Mapping the Workplace (member version)
 - Campaigning on an Issue in your Workplace (member version)
 - Why unions are important and how we organise
 - Doing 'something UNISON'
 - Learning in the workplace
-

Equality Training



This year we are focusing on ensuring all reps. have undertaken the equality training under the NEC scheme of accreditation (as amended by Motion 12 National Delegate Conference 2022) that all UNISON representatives must attend:

- Equality training within 2 years of induction, either:
 - I) **Making Equality Central to your Practice** or
 - II) **Equality in your Branch**
- together with Challenging Racism in the Workplace course **within 3 years of appointment.**

We will continue to provide **Race Discrimination Claims Protocol Workshops** for all activists in line with the regional commitment that all UNISON Activists must do this training.

In 2024, the Year of LGBT+ Workers, **Trans Rights training** will be provided for branch officers and the **Trans Ally workshop** will be available to be booked by branches and run regionally.

Pre-conference training for Self-Organised Group conferences will be organised in partnership with regional Self Organised Groups.

Branch Officer Training for Branch Equality Co-ordinators, Branch Womens Officers, Branch Black Members Officers, Branch Disabled Members Officers, and Branch LGBT+ Officers will be run regionally and details of nationally run courses will be circulated to our Equality Networks as dates become available.

Making Equality Central to Your Union Practice

- a course for UNISON Activists



This course is for all representatives and branch officers.

Note: This course or Equality in your Branch training, must be done within two years of appointment.

Equality is written into our rule book and into our objectives and policies but making equality part of everyday business is no small task.

Making equality central to your union practice is a course that explores internal and external tools, which can support equality bargaining, negotiating, and representation. The course also looks at how to identify equality themes in organising and recruitment, as well as considering the different equality roles in UNISON and how you can utilise their support.

The aims of this course are:

- To understand Equality in UNISON
- To introduce equality legislation and how you can use it in your role as a UNISON activist
- To make equality central to your union practice
- To find out more about UNISON's equality campaigns
- To look at how you
- can contribute to your branch equality action plan.

Dates: We advise Stewards to book onto this Equality Training approximately three months after completing their initial Stewards Training.

| Location | Date |
|----------|--------------|
| Exeter | 13 March |
| Bristol | 8 May |
| Taunton | 18 September |

Equality in Your Branch - Developing a Branch Equality Action Plan

This course is for all representatives and branch officers.

Note: This course or Making Equality Central to your Practice, must be done within two years of appointment.

The course will help you understand how discrimination affects our members, what the branch can do to tackle discrimination at work and encourage under-represented members to be involved in union activity. It will help you to build your local union organisation and play your part in tackling discrimination.

The aims of this course are:

- To develop your understanding of equality in UNISON.
- To promote equality organising in your workplace and branch.
- To enable you to understand the roles of the Branch Equalities Co-ordinator, Equality Reps and Self-Organised Groups officers.
- To improve your knowledge of the tools you can use to tackle discrimination and promote equality.
- To develop your branch equality action plan
- To look at how you can contribute to your branch equality action plan.

Dates: This course is delivered by arrangement with individual branches.

Challenging Racism in the Workplace – Negotiating for Race Equality



This course is essential training for branch negotiators, Branch Secretary, Service Conditions Officer, Convenors, Equality Co-ordinator, and Black Member's Officers.

Note: All representatives and branch officers must do this course within three years of appointment.

Challenging racism in the workplace is central to UNISON's work. Racism deepens the impact of labour market exploitation of Black workers. This can be manifested not only through bullying and harassment, but workplace structures and processes which covertly disadvantage Black workers.

Without a strong organising response to deeply rooted discrimination and ensuring that equality is placed firmly on the bargaining table, many of our members will suffer blighted life chance and opportunities.

This course and resources offer a range of ideas and checklists for activists to help them incorporate anti racism in their day-to-day campaigning, organising, recruitment and negotiation work, which in turn will help end the isolation felt by many Black workers and encourage proactive involvement in fighting for a fairer workplace.

The aims of this course are:

- To raise your awareness of the opportunity's equality law provides to identify institutional racism and ensure that the issues are dealt with
- To improve your knowledge of the tools you can use to engage with your employer on tackling race discrimination
- To explore how an organising approach can be taken to tackling racism in the workplace
- To build confidence in negotiating with employers and anticipating any challenges
- To develop a realistic action plan for the branch

Venues & Dates:

| VENUE | DATE/S | MISCELLANEOUS |
|---------------|-------------------------------------|--|
| Exeter | Tuesday 20 & Wednesday 21 February | |
| Dorset | Tuesday 5 & Wednesday 6 March | |
| Taunton | Tuesday 16 & Wednesday 17 April | |
| UNISON Croyde | Friday 5 & Saturday 6 July | As part of the annual Branch Officers' Training Weekend - See Events Page! |
| Bristol | Tuesday 10 & Wednesday 11 September | |

Trans Ally Workshop

– How to be a Good Trans Ally



This short workshop has been written together with the LGBT+ national self-organised group and Trans Caucus and is for both UNISON activists and members.

This workshop will cover:

- The role of a Trans Ally and why it's needed
- UNISON's definition of transgender
- What you can do to be a good Trans Ally
- Where to find resources and support

Dates: This **online or in-person** workshop is delivered by arrangement with individual branches.

Race Discrimination Claims Protocol Workshop (half day)



This half day workshop is aimed at Branch Officers, Stewards, and Health & Safety Reps. This course is mandatory for all UNISON activists.

It will give an overview of the UNISON's Race Discrimination Protocol and identify organising opportunities for branches and activists.

South West Regional Council has agreed that this course is mandatory for all Branches, Branch Officers and Workplace Stewards following a call from the Southwest Black Members Group to ensure the protocol is more widely understood.

Dates: This online or in-person workshop is delivered by arrangement with individual branches.

Self-Organised Groups (SOGs) - Pre-Conference Training



Are you going to a Self-Organised Group National Conference for the first time and wondering what to expect and how it works? Have been before and want a refresher; a chance to discuss the agenda and meet the other delegates?

Pre-conference training is available for all National SOG Conferences and is arranged in consultation with each Self-Organised Group's Regional Committee. Dates for each of the pre-conference training events that have been arranged are listed below.

To express an interest an interest, please email equalityunionsw@unison.co.uk stating which course you wish to attend:

| Course Name | Date | Venue/Online |
|-------------------------|---------------------------|----------------|
| Black Members | Saturday 6 January | Online |
| Women Members | Saturday 3 February | UNISON Taunton |
| Disabled Members | Saturday 12 October (TBC) | UNISON Taunton |
| LGBT+ Members | Saturday 26 October (TBC) | UNISON Taunton |

Karen Williams

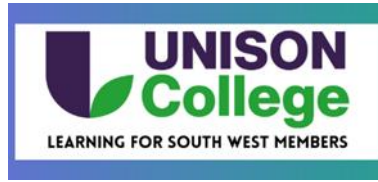
On behalf of The Equality & Engagement Team

equalityunionsw@unison.co.uk

For the latest Equalities news and updates please see our regional website:

<https://southwest.unison.org.uk/equality/>

MEMBER LEARNING



2023 has been a great year for members coming together to learn within the region and take part in learning to empower themselves in work and in their personal lives. We have so many different options via our regional online programme and there has been some amazing learning take place in workplaces across the region organised by branches.

Our 2024 programme has dedicated learning offers for members working in schools and care as part of our national Organising to Win strategy.

Check out our events [collection listed on Eventbrite](#) , full details and to book.

Not many members know about our amazing learning offers. Around only 30% of members are aware of our offers. Could you help to share the word on learning? The role of the [Union Learning Representative](#) can help to get the message out about our amazing learning offers.

Members:

Take a look at the programme and reserve a place. Should you need to request time off to attend, please contact your line manager in the first instance. Similar to how you may request to attend employer offered training or annual leave. If you come across any barriers, you can speak with your [local UNISON branch](#) in the first instance to gain support. In some workplaces your union has negotiated a learning agreement or a Trade union agreement to support in time off requests for UNISON members to learn. Your union has so many great opportunities. Getting UNISON members together to learn. You may be aware of a local issue affecting the members in your workplace. Education may be the key? Sharing what your union has on offer is great way to engage fellow members and potentially recruit new ones to grow your union. Make contact with your Branch Education Officer / Lifelong Learning Representatives (if your branch has one) to organise and book some local in person workplace or branch member learning.

Branches

UNISON South West wants to encourage branches to think about booking some of our great learning offers more locally and in person to get UNISON members together. A local issue may have arisen, and you may be able to work in partnership with your organisation to negotiate time off for the members to attend. Organising learning in this way helps to grow the union and engage members by getting them together and learning together.

Natalie Chadwick
Regional Learning & Development Organiser
n.chadwick@unison.co.uk

Note:

- I) These options will all be online and accessible for all members in UNISON South West to attend.
- II) All bookings should be made using our events page. UNISON South West members can apply for our regional learning offer and our national learning team.

[UNISON College - South West Regional Offers](#)

[UNISON College – UNISON National Learning Offers](#)

A Polite Reminder:

All our UNISON courses have limited spaces and when a course is oversubscribed, we try to ensure that members who have been offered a space can attend. We therefore ask that if you register to attend a course and gain confirmation that a space has been offered, you make it your priority to secure time off.

We also ask that you inform us and cancel your space should you become unable to attend so that your space can be offered to another member. If we have large numbers of interest for particular courses, we will endeavour to organise further dates.

[Working Together Guidelines – UNISON Online Learning 2024](#)

Loss and Bereavement in Children and Young People Awareness

Wednesday 10 January
Time: 10:15am to 12:45pm



This workshop is for UNISON members who work with children and young people who want to build greater awareness of the impact of bereavement and grief. This course can inform how they respond to bereaved children and young people, whether they are pupils, students, or friends and family. Learn about use of appropriate language and dealing with anger and distress.

By the end of this 2½ hour workshop, the participants will:

- Have a greater understanding of grief
- Have been introduced to some modern models which help explain how people react to grief and loss
- Be able identify common grief responses
- Be able to assess an individual's needs and start to provide effective support
- Be aware of complicated grief
- Understand the importance and value of self-care.

UNISON & CRUSE Bereavement Care | Tutor: Christine Mackenzie | via ZOOM

<https://southwest.unison.org.uk/events/lossbereavement2024/>

Register for this course here:

[Loss and Bereavement in Children and Young People Awareness](https://southwest.unison.org.uk/events/lossbereavement2024/)

Conflict Management for Schools' Workers (Conflict with Pupils)

Wednesday 28 February
Time: 9:30am to 12:30pm



This course will be of benefit to staff who are required to deal with angry, aggressive or challenging young people through the course of their work.

Learn how to communicate effectively and how to apply practical strategies to de-escalate and resolve conflict

On completion of this Conflict Management Course, you will be able to:

- Understand how to appropriately and effectively respond to anger and aggression
- Identify how to effectively plan for managing angry and aggressive people
- Recognise the different stages of conflict escalation
- Utilise strategies to diffuse and calm anxious and aggressive people
- Remain calm and composed to ensure the most positive outcome
- Interpret body language and be more aware of the signals that you are projecting
- Maintain physical 'safe' distance and demonstrate Positive Defensive Standing (PDS)

UNISON & 2Resolve | Tutor Jez Brigham | via ZOOM

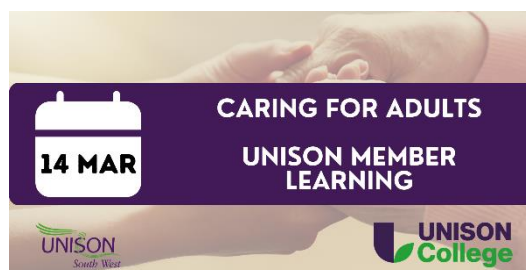
<https://southwest.unison.org.uk/events/cmfsw2024/>

Register for this course here:

[Conflict Management for Schools' Workers \(Conflict with Pupils\)](https://southwest.unison.org.uk/events/cmfsw2024/)

Caring for Adults

Thursday 14 March
Time: 9:30am to 12:30pm



This virtual course is aimed at members who care for adults as part of their role. During the course members can expect to cover the following content:

- Define what the key skills of good communication are.
- Discuss the key interpersonal skills that contribute to effective communication.
- List and determine the six key factors in good end of life/palliative care.
- Determine the key principles of positive risk taking.

- Debate the balance between positive and negative risk.

UNISON & JMG Training | Tutor: Keith Jones | via MS TEAMS

<https://southwest.unison.org.uk/events/caringforadults2024/>

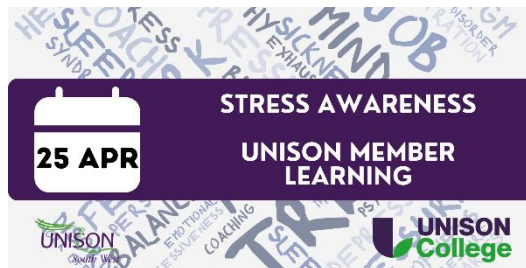
Register for this course here:

<https://UNISONLearningcaringforadults.eventbrite.co.uk>

Stress Awareness

Thursday 25 April
Time: 9:30am to 12:30pm

This half day course looks at stress, which one of the main causes of illness in the modern world, and ways that you can cope with it.



The session will:

- Increase your knowledge of stress and its causes
- Help you realise how short- and long-term stress affect your body
- Increase your knowledge of stress management techniques
- Increase your knowledge of sources of support

UNISON & Civicos | Via MS TEAMS

<https://southwest.unison.org.uk/events/stressawareness2024/>

Register for this course here:

<https://UNISONLearningstressawareness.eventbrite.co.uk>

Mental Health Awareness

Thursday 16 May
Time: 1:30pm to 4:30pm



Mental Health Awareness Week takes place every year between 13 – 19 May. Learn with UNISON to be more aware about mental health.

This is a tutor-led session that will help your general understanding of good versus poor mental health. What are the factors that contribute to mental health problems? What signs and symptoms should you be aware of - in yourself and in others? What help is available for mental health problems? And how you can self-help?

Course content includes:

- What is Mental Health?
- Discussion of the key mental health issues – depression, anxiety, stress, psychosis and suicide
- Why does everyone have mental health peaks and troughs? What are the usual triggers?
- Where do attitudes to mental health issues such as stigma come from.
- Monitoring your own mental health. What are the physical signs?
- Spotting deteriorating mental health in friends and colleagues
- Identification of sources of professional help such as workplace counselling, internal structures such as HR
- Mindful workplace –practice of mindfulness techniques for prevention and management of mental health issues in workplace.

UNISON & Civicos | Via MS Teams

<https://southwest.unison.org.uk/events/mha2024/>

Register your interest here:

<https://UNISONLearningmentalhealth.eventbrite.co.uk>

Dementia Awareness – Aimed at UNISON Members in Care

22 May
Time: 1:00pm to 4:00pm



Course Content:

This course is for those who work in the care and may be responsible for caring for service users who have or may have dementia.

This course will give you an understanding of the key issues in dementia care and how best to support individuals.

- Discuss the impact of dementia on memory and strategies that may assist those experiencing memory impairment.
- Consider the importance of life story work in supporting those with dementia related memory loss.
- List the reasons why individuals have an increased incidence of behaviour that challenges and the reasons for this.

UNISON & JMG Training | Tutor Keith Jones | via MS TEAMS

<https://southwest.unison.org.uk/events/dementiaawareness2024/>

Register for this course here:

<https://UNISONLearningDementiaawareness.eventbrite.co.uk>

Mental Health in Children and Young People Awareness

12 June

Time: TBC



Course Content:

This learning takes a look at the everyday challenges facing children and young people and the effect it can have on their mental health.
Full course details to follow.

UNISON & MIND (Hammersmith, Ealing and Fulham Mind)

<https://southwest.unison.org.uk/events/mhyp2024/>

Register for this course here:

<https://UNISONLearningMHinchildren.eventbrite.co.uk>

End of Life Care



Thursday 17 October
Time: 9:30am to 12:30pm

This virtual course explores how with our aging population more people are facing illness and need for end-of-life care and support. During the course members can expect to cover the following content:

- Identify key points of the End-of-Life Care Delivery/Good Death
- Identify best practice in support planning
- Describe the physiological process people will undergo at the end of life

UNISON & JMG Training: | Tutor Keith Jones
<https://southwest.unison.org.uk/events/eolc2024/>

Register for this course here:
<https://UNISONLearningendoflifecare.eventbrite.co.uk>

Dealing with Difficult Face-to-Face Conversations



Monday 11 November
Time: 9:30am to 12:30pm

Course details:

This half day online course delivered by a specialist tutor via zoom is aimed at UNISON Members who regularly in work may often be faced with tackling difficult conversations or topics, or who may often have service users who are aggressive or angry.

On completion of this Dealing with Difficult Face-to-Face Conversations course you will be able to:

- Understand how to appropriately and effectively respond to anger and aggression
- Identify how to effectively plan for managing angry and aggressive people
- Utilise strategies to diffuse and calm anxious and aggressive people
- Remain calm and composed to ensure the most positive outcome
- Recognise that the way you respond will impact on their response to you
- Interpret body language and be more aware of the signals that you are projecting

<https://southwest.unison.org.uk/events/f2f2024/>

Register for this course here:

<https://UNISONLearningf2fconversations.eventbrite.co.uk>



Learning & Networking for UNISON Learning Reps, Education Officers and Lifelong Learning Officers from Across the Region

Education Network Meetings 2024

A fantastic opportunity to network with other reps from the Education network. An update on the regional programme, our national Learning & Organising services offers and training for reps. The agenda items for each meeting are aimed to update reps and officers on the current learning offers, build and boost skills and strengthen our regional learning network.

Note:

- I) Dates may be subject to change dependent on the number of members that register for each session. Our latest details and dates can be found online via our events page:
<https://southwest.unison.org.uk/events/>
- II) Our Education Network days are in person and connect our Education Officers, Lifelong Learning Representatives and UNISON Learning Reps together to network, learn and build skills to create and strengthen our learning culture in the region.

Dates for Your Diary

<https://southwest.unison.org.uk/events/edunetworkmeetapril2024/>

Tuesday 23 April 9:30am to 4:00pm – [Register Here](#)

<https://southwest.unison.org.uk/events/edunetworkmeetoct2024/>

Tuesday 15 October 9:30am to 4:00pm – [Register Here](#)

Events & Additional

Get Active



17 – 19 May 2024

This event is for newly active members of UNISON and members who want to learn more about UNISON.

Save the Date!

Registration details will be published in the New Year.

<https://southwest.unison.org.uk/events/getactive2024/>

Branch Officer Training



Thursday 4 July to Sunday 7 July 2024

The Branch Officer weekend has been an important feature of the South West Activist programme for some years now and has proven very successful.

- Venue: UNISON Croyde Bay
- Timings: Thursday evening until Sunday lunchtime
- Cost: Tuition is free however there will be a fee to the branch of £200 as a *contribution towards accommodation and catering costs (*This is subsidised)

Who is it for?

- All newly elected or re-elected Branch Officers, or members interested in taking up one of these roles.

This course will help you understand:

- the structure of UNISON, its aims and objectives and how it operates
- the key duties and role of your specific post

Note:

- I) Registration for this event will be via *Eventbrite* and further details will follow ASAP.
- II) Download a copy of all the roles and getting active [Here](#)

Workshops are planned for the following roles (dependent on demand):

- Branch Secretary
- Branch Chair
- Branch Treasurer
- Branch Communication Officer
- Education Co-ordinator/Lifelong Learning Co-ordinator
- Health and Safety Officer
- International Officer
- Membership Officer

Note: Please see Self-Organised Group's page for the following roles:

- Equality Co-ordinator
- Womens' Officer
- LGBT+ Officer & Contact
- Black Members' Officer
- Disabled Members' Officer
- Young Members' Officer

<https://southwest.unison.org.uk/events/branchofficertraining2024/>

Self-Organised Group's & Young Member Officer Training



Dates and Venues TBC

This year we will be training SOG and Young Members Officers at separate training events to concentrate on the importance of these groups and to encourage cross-group working.

Who is it for?

All newly elected or re-elected Self Organised Group or Young Members Officers, or members interested in taking up one of these roles.

| Role |
|----------------------------------|
| Black Members' Officer |
| Women's Officer |
| Disabled Members' Officer |
| LGBT+ Branch Officer and Contact |
| Equality Coordinator |
| Young Members' Officer |

Download a copy of all the roles and how to get active [here](#)

This course will help you understand:

- The structure of UNISON, its aims and objectives and how it operates
- The key duties and role of your specific post

Register your interest [here](#)

Residential Organising Bootcamp

New!



Dates: TBC

Event Cost: There is a charge to branches of £100 per delegate as a contribution towards the cost of accommodation and catering.

This pilot residential event is designed to ensure organising is at the heart of what we do. It will give both experienced reps and new reps the skills to:

- Build UNISON's strength in the workplace
- Identify and analyse campaigning issues in the workplace
- Overcoming barriers to organising and campaigning
- Understand strategy and tactics in campaigning
- Crafting a campaign message
- Identifying new activists and leaders
- Building coalitions with allies

This will be a highly interactive event and will encourage activists to feel confident being active both in their workplaces and wider communities.

[Register your interest here](#)

National Delegate Conference - Pre-Conference Training



Are you going to National Delegate Conference for the first time and wondering:

- what you need to do?
 - what it is like?
 - how it works?
- Maybe you have already attended the Conference but want a refresher or a chance to discuss the agenda and to meet other delegates....

If this is you, then why not come along to the National Delegate Pre-Conference Training.

What will I learn?

The aim of the briefing is to provide information to assist delegates to understand and participate in the National Delegate Conference by:

- explaining the role of the UNISON National Delegate Conference
- showing what Conference is like
- giving practical advice on how Conference works
- examining the Rules and Standing Orders governing Conference; and
- preparing delegates to participate on behalf of their branch

Date: Thursday 9 May
Venue: UNISON Taunton (Training Room)
Timings: 10:00am to 3:00pm (TBC)

Need Help?

Should you have any queries in relation to our education opportunities, please see below contacts for your reference:

| Topic | E-mail Address | Contact Name |
|---|-------------------------------|---|
| EDUCATION – Activist Education & Learning Events | unisonsweduction@unison.co.uk | <i>Maria Weston – Regional Education Administrator</i> |
| MEMBER LEARNING + Young Members | N.Chadwick@unison.co.uk | <i>Natalie Chadwick – Regional Learning & Development Organiser</i> |
| EQUALITIES - Self-organised Groups (SOG's) | equalityunionsw@unison.co.uk | <i>Carol Thyer - Regional Equalities Administrator</i> |