

TSSU Spring 2018 Elections

Opening of Nominations	January GM, BLU 10921 (Mon Jan 22)
Closing of Nominations	February GM, HC 7000 (Thu Feb 22)
Electronic Election Period (emailed tokens)	March 7 (9:00 am) to March 14 (11:59 pm)
“Protest of Unfair Ballot” Period	March 15 (12:00 am) to March 21 (11:59 pm)
Election Ratification	Thu Mar 22

- Executive meetings typically occur twice per month as scheduled by availability of members
- Candidate statements should be sent to **coordinator@tssu.ca** by 5pm on February 26, 2018.

Summarized Description of Executive Positions

For complete details consult the bylaws in Section G (pages 3-8)

Chief Steward II: Salaried at 15 hours per week. Works closely with Chief Steward I. Works in conjunction with Member Representative. Responsible for knowledge and application of Collective Agreement. Responsible for Grievance Procedure, including meetings, research, and legal activities. Chairs Labour/Management meetings. Attends Employee Council meetings. Maintains steward system, including coordinating and chairing Steward Meetings. Sits on Contract Committee, and serves as resource person for Contract Committee. Works with Member Representative to review and maintain contracts of TSSU members. With Chief Steward I, serves as principal point of contact with the Union’s Member Representative.

Treasurer: Stipended. Ensures week-to-week payroll and bills are paid and reported. Prepares yearly budget with assistance from Finance Committee (no former training in accounting required; however, will learn use of SAGE 50). Sits on two committees, one of which must be Finance Committee (which they chair).

Secretary: Stipended. Ensures that accurate minutes for GM and Executive meetings are taken and distributed at subsequent meetings. Maintains current file of all GM and Executive minutes in TSSU office. Keeps record of resolutions passed at GM and Executive meetings. Assists Ex-Officio in maintaining institutional memory. Is a signee on all legal documentation for union, and has financial signing authority.

Social Justice Commissioner: Stipended. Responsible for coordinating activities of Social Justice (SJ) Committee. Calls SJ meetings, ensures that these meetings are chaired and minuted. Coordinates with union volunteers, outside allies, events, and vendors to further goals of SJ Committee. Acts as liaison between SJ Committee and Executive.

Trustee II: Stipended. Ensures that TSSU By-Laws are adhered to and kept up-to-date. Ensures that proper procedures are adhered to at GMs in accordance with Bourinot’s rules.

Helps run elections with other Trustee or Official Electoral Officer in November and March. Sits on two committees, one of which must be either Finance or the Internal Relations Committee.

Ex-Officio: Stipended. Serves as advisor to the Executive. Is intended to improve continuity between outgoing and incoming Executives, particularly regarding reasons for previous Executive decisions. The Ex-Officio helps to ensure the non-hierarchical nature of the TSSU by maintaining an institutional memory based on lived experience. The Ex-Officio is a non-voting position **to be filled by any member who served on the Executive during the previous twelve (12) months.**