

Better Together / Mobilization Events Guidelines

What is a Better Together/Mobilization Event?

A Better Together event is a PIPSC sanctioned activity to increase active engagement of members, in support of creating a culture of mobilization and cross-organizational solidarity, while supporting our strategic objectives.

These events are intended to increase visibility by:

- promoting and defending the value of public services
- promoting issue based campaigns, for example: Privatization/Contracting Out
- promoting key bargaining messages, as approved by the Institute,
- promoting key messages related to the value and relevance of the Institute to members in their working lives

Who can organize a Better Together/Mobilization Event?

Any member, Steward, mobilizer or constituent body of PIPSC can organize an event at their worksite or other venue. An event could also be suggested by regional staff.

Events can be varied and are determined at the National Level, such as:

- Presentation to members on active engagement (4 Asks)
- Key messages surrounding public interest bargaining that are of interest to members of all bargaining groups.
- Joint mobilization and collaborations with other bargaining agents and/or non-government organization on key issues of common interest.
- Joint visibility activities that could include coffee drops, information sessions, walk-about, leafleting; and will be reviewed on a case-by-case basis.
- Attendance of a recognized activists or elected official at the event to promote the Institute's mobilization efforts.

What costs are allowable for a Better Together/Mobilization event?

To minimize costs, these events are usually held in the workplace, over the lunch hour and, in some instances, right after work as long as there are no costs involved for travel or salary replacement for participants.

On exceptional basis, travel expenses and salary replacement will be granted for organizers of events.

Cost sharing with Constituent Bodies and other bargaining agents/non-government organizations will be priority consideration.

The following are typical allowable costs:

- Light lunch/snacks and/or refreshments (e.g. sandwiches or pizza, non alcoholic beverages),
- Room rental,
- Audio Visual Equipment rental,
- Labelled promotional items.

What is the process to request a Better Together/Mobilization Event?

Limited funds are available to assist in promoting visibility and active engagement sessions and events.

1. Requests must be made in writing, prior to the event.
 - BT event request form (Word version link)

2. The request will then be forwarded to the Section Head of Mobilization and to the regional director for review.
3. The Section Head of Mobilization will review the request, will consider resources required, and will make recommendations.
4. The recommendations of the Regional Director and of the Section Head will be forwarded to the Executive Committee or its delegate for approval.
5. Once the approval for the event granted, a response will be forwarded to the requestor and the Regional Director, and the requestor will be able to proceed with organizing the event (booking meeting rooms, guest speakers, inviting members, etc.).
6. The organizer will keep all receipts and claims the expenses incurred for the event. Please bear in mind that reimbursement of claims which have not been previously authorized may be denied.

What is the process to reimburse for expenses made for a Better Together/Mobilization Event?

The standard claim form should be used identifying the expenses with receipts.

- Travel Expense Claim (Excel version)
- Travel Expense Claim (PDF version)

1. Download the claim form and fill out the expenses incurred by the event (with receipts).
2. Email/FAX, mail the claim form, the approval and all receipts to the Institute Finance department using the contact information contained on the Travel Expense Claim form.
3. Upon completion of the event, a brief summary of the event will be provided to the mobilization team, including the number of attendees and overall results.

Notes:

1. Information sessions related to collective bargaining may be organized by the Group and/or Bargaining Teams (in cooperation with Sub Groups) and deal specifically with current Collective Bargaining issues that are group specific (may include demands, progress reports, and information sessions on any tentative agreements). Bargaining information sessions fall within the purview of Negotiations.
2. A lunch and learn session is, by definition, a training or educational opportunity. It is designed to circulate information to the members on a specific topic over a one hour period and should falls within the scope of Regional Training Committees.

The following are examples of events that would normally be funded as a Lunch and Learn Session through the Regional Training Coordinator:

- Presentation for new members (PIPSC : An Introduction to Your Union)
- Information on Pensions
- Explanation of the PIPSC Web Site
- Explanation of the provisions of the Work Force Adjustment Policy
- Familiarization with collective agreement articles
- Bullying
- The necessity of stewards in the workplace (steward recruitment drive)

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