

Women behaving politically



JULY 9-13, '08



Victoria BC



**WESTERN
REGIONAL
SUMMER
INSTITUTE
for UNION WOMEN**

WELCOME!

The Western Regional Summer Institute for Union Women offers an intensive week of learning within a supportive environment in which union women can develop their skills as workers, activists and leaders.

Sponsored by the British Columbia Federation of Labour, the Institute will be held at the University of Victoria (UVIC). The Western Regional SIUW brings together union women from BC, Washington State, Oregon and California.

Our theme, ***Women Behaving Politically: Organizing for Change***, reflects labour's commitment to providing women with both the skills and strategies to understand the key issues for labour and how that understanding can help us participate in the upcoming elections, and develop stronger leadership among women within our unions and political institutions. We need the world to hear more women's voices speaking out on issues that matter to us like: pay equity, a higher minimum wage, universal childcare, health care, the economy, poverty and the right to join a union.

We need to see more women elected at all levels of government, and into union leadership positions, speaking out for our communities at the federal, provincial, state and civic levels. Women as elected officials can advocate for better legal protections, program funding and rights at the local and state/provincial levels, and lead national fights to fund issues that matter to women at the federal level. Electing women into office in our unions will bring our particular strengths to the internal processes of our labour movements, and give women a central role in advancing women's issues.

The **Getting Equipped** courses offer you the opportunity to learn new skills to enable you to take the next steps in the political arena, your union or in your community.

The **Taking Action** workshops are an opportunity to take an in-depth look at six key issues that matter to working women and are part of labour's priorities in the next elections. Why is the **Employee Free Choice Act** so important to working women? What is universal health care? What policies prevent women from being full participants in today's economy? What are the barriers for immigrant women, how do immigration policies hurt us and how can migrant workers participate in civic life? How do we ensure our views on these issues are reflected in legislation, hold our elected representatives accountable on these issues, and engage our Sisters in the political process, both within our unions and the broader public arena?

The Institute is designed to allow women a positive learning experience, acquire new skills and provide an opportunity to network in a safe, relaxed atmosphere.

Again this year, we have provided an incentive for early registration. **Fees for registrations received on or before June 10, 2008** are \$675 (single room), \$600 (shared double room), and \$500 (no accommodation required).

For registrations received after June 10, 2008, the fees are \$725 (single), \$675 (shared double room) and \$550 (no accommodation required).

Course instructors are carefully selected from a broad range of backgrounds and experiences. They are union staff, Officers, rank-and-file members, university educators and community activists. And we're pleased this year to have facilitators from both Canada and the US.

Come and participate in a unique school dedicated to increasing the awareness, skill level and knowledge of our women unionists.

In sisterhood,

ANGELA SCHIRA
Secretary-Treasurer

**B.C. FEDERATION OF LABOUR
SUMMER INSTITUTE FOR UNION WOMEN
JULY 9-13, 2008**

“WOMEN BEHAVING POLITICALLY: Organizing for Change”

DATE	TIME	ACTION
Wednesday, July 9	3:00 pm	Residence Check-In
	3:30 pm – 5:30 pm	Registration Site Tours (conducted by CUPE)
	5:30 pm – 6:30 pm	Opening Plenary and Orientation
	7:00 pm	Welcoming Reception
Thursday, July 10	9:00 am – 12:00 pm	GETTING EQUIPPED – CORE COURSES <ol style="list-style-type: none"> 1. Campaign Basics 2. Campaign Communications 3. Talk Back 4. Member-to-Member, Labour-to-Neighbour 5. Taking Leadership to the Next Level 6. Building Community Partnerships
	12:00 pm – 1:30 pm	Lunch
	1:30 pm – 3:00 pm	Getting Equipped (Core Courses)
	3:15 pm – 5:00 pm	EXPRESS YOURSELF <ol style="list-style-type: none"> 1. Drumming – Taiko Drumming 2. Dancing My Dance 3. Spoken Word 4. Creating Your Picture 5. Dance the Salsa 6. Joining Women’s Voices
	6:00 pm – 7:00 pm	Dinner
	7:30 pm – 8:30 pm	Panel: Well-Behaved Women Rarely Make History (Women in Politics)



DATE	TIME	ACTION
Friday, July 11	9:00 am – 10:00 am 12:00 pm – 1:30 pm 1:30 pm – 3:00pm 3:15 pm – 5:00 pm 5:00 pm – 6:00 pm 6:00 pm – 7:00 pm	Getting Equipped (Core Courses) (continued) Lunch Getting Equipped (Core Courses) (continued) EXPRESS YOURSELF (continued) Dinner Bus Tour of Victoria Free Night
Saturday, July 12	9:00 am – 10:30 am 10:30 – 10:45 am 10:45 - 12:00 pm 12:00 pm – 1:00 pm 1:00 pm 1:30 pm – 5:00 pm 6:00 pm 7:45 – 8:45 pm 8:45 pm – 12:30 am 9:00 pm	PANEL PRESENTATION – KEY ISSUES FOR THE NEXT ELECTIONS Refreshment Break TAKING ACTION ON THE ISSUES <ol style="list-style-type: none"> 1. A Woman’s Place is in her Union 2. An Economy that Works for Women 3. Understanding Public Health Care 4. Early Childhood Education/Childcare 5. Women’s Pensions/Senior Women’s Poverty 6. Justice and Fairness for Immigrant, Migrant and Temporary Foreign Workers Lunch Group Photo Taking Action Workshops (continued) Wild BC Salmon BBQ Comedy Hour with Morgan Brayton Pub Night with Karaoke, OR option to attend Movie Night - “Bread and Roses”
Sunday, July 13	9:00 am – 11:30 am	EXPRESS YOURSELF – Group Presentations Closing Ceremonies

PLANNING YOUR INSTITUTE

We expect participants to attend all general sessions being held during your Summer Institute. These include plenary sessions, panels and social activities. In addition, all students will choose one of the two-day **Getting Equipped** (core) courses, one **Taking Action on the Issues** Workshop being held on Saturday, and one **Express Yourself** mini-workshop.

The **Getting Equipped** courses are designed to deliver skills specific to the topic areas, while the **Taking Action on the Issues** workshops will offer education and strategies for action on topics important to union women in the upcoming federal, state/provincial and civic elections.

The **Express Yourself** mini-workshops offer an alternative way for women to find and use their voices through a choice of art, dance, spoken word, choir and drumming. All participants must choose one of the Express Yourself options. Please note: **you do not have to be an artist, musician, dancer, orator or singer.**

A. GETTING EQUIPPED – COURSE DESCRIPTIONS

These core courses take place Thursday and Friday. You may choose one course for the two-day period and indicate a additional choices on the registration form in case your first choice is over-subscribed.

1. **Campaign Basics** - A workshop to introduce women to the various pieces that come together to make an effective candidate or issue campaign. It is designed for women who haven't been involved before and includes candidate selection, campaign planning, timelines and structures, staff and volunteer roles, polling and voter contact strategies (like door knocking, phone banking, house parties, media and mail), endorsements, get out the vote, and more.
2. **Campaign Communications** - Communications is critical to any campaign. Good communication cuts through the clutter. It does this by getting the right message, in the right medium, delivered by the right messengers, to the right audience. This hands-on course will provide union members with the skills to effectively use communications to educate, motivate and mobilize their members. You will learn how to develop a winning campaign strategy employing both traditional and modern-day communications tactics. This course is a must for political enthusiasts, would-be candidates and anyone who wants their voice to be heard - loud and clear!
3. **Talk Back** - This workshop will give women the skills and confidence to talk politics and make your case when discussing ideas, issues and points of view with co-workers, friends and others in your communities. If you have ever wanted the confidence and debating skills to come up with an answer or snappy comeback when a co-worker challenges you on an issue, then this is the right workshop for you. You will learn and practice basic debating skills to build your confidence in political discussions.



4. **Member-to-Member, Labour-to-Neighbour: Electoral Politics in the Workplace, Labour Politics in the Public Arena** - This course will offer women the opportunity to strategize about how to bring the energy and importance of electoral politics into the workplace, and how to develop member-to-member based election campaigns. Topics to be discussed include the Labour-to-Neighbour programs that turn out union members as voters and provide political education; lobbying efforts to promote pro-labour legislation in both state/provincial governments and at the federal level; holding elected officials accountable on the issues that matter most to working families, and ways to develop political education programs within your unions. Organized labour commits significant resources to electoral politics, but these resources need to be backed up with the powerful voice and action of mobilized union members. Women can be leaders in meeting this challenge.
5. **Taking Leadership to the Next Level** - If you have ever considered standing for election, this is the workshop for you. What are the skills necessary to be an effective leader, whether it is in the labour movement or the political arena? How do you know if you are ready to run? Why don't more women run? This is a basic workshop for women who may be wondering about running for office. Other than lots of hard work and a desire to represent your union, the New Democratic Party or Democrats and serve the people, what does it mean to be a candidate and what are some necessary skills? In this workshop, we'll explore the role of candidates, confidence building and skills development, candidates' image, building a team and surviving a campaign.
6. **Building Community Partnerships** - Labour activists believe in communities. We live, work, pay taxes and join in activities to strengthen our communities. Working together with community partners is a critical part of campaign success. This workshop will explore how to identify community allies and foster cooperative working relationships with them. How do we engage community groups in labour campaigns and, in return, support community-based campaigns? How do we connect on issues that are important to our community partners, such as health care, immigration, poverty and other social justice issues? The collective experience of workshop participants will make this workshop a tool for action in our communities!

B. TAKING ACTION – WORKSHOP DESCRIPTIONS

These workshops take place on Saturday and you must choose one workshop, but again, please indicate additional choices on your registration form.

1. **A Woman's Place is in her Union** – Winning organizing rights for women through campaigns. It is a simple fact that the single most effective way to increase a woman's economic security is for her to get a union job. This workshop will talk about the importance of the **Employee Free Choice Act** and the **Labour Code** in ensuring women have access to unionization and the protections this affords women.
2. **An Economy that works for Women** – Good Jobs/Minimum Wage. Why are women falling further behind in today's economy, despite more women working for wages? Women still make on average only 70.5 percent of the wages men make, and the gap is even larger for both university-educated women and immigrant women. More than 43 percent of single-parent households are headed by poor

women, and two-thirds of minimum wage earners are women. This workshop will look at strategies to change this, and examine government policies that prevent women from benefiting in our economy.

3. **Public Health Care - What is it?** This workshop will engage women in a comparative conversation on health care in Canada and the United States. How do unions enhance health coverage for their members? Is a national system necessary? Should it cover everyone and everything?
4. **Women's Pensions/Senior Women's Poverty – Making the case for pension reform to reduce senior women's poverty.** Senior women are the largest growing demographic facing poverty. Why don't women retire with the same economic security as men? What are the key factors in reducing senior women's poverty and increasing their standard of living? Who will step up to help senior women and what is the role of unions and government in addressing senior women's poverty?
5. **Early Childhood Education –** Affordable, quality childcare gives women the ability to fully participate in the workforce, yet despite huge labour shortages government and industry often do not make the connection between childcare and women's ability to work. Most governments don't consider childcare to be a priority and don't see it as their responsibility. This workshop will talk about what is needed for an effective, universal childcare system (quality, universal, affordable, developmental), and address strategies to ensure this is on the political agenda.
6. **Justice and Fairness for Immigrant, Migrant and Temporary Foreign Workers** This workshop will explore key issues around immigration reform and barriers to immigrants to full participation in society. This workshop will examine issues around diversity, inclusion, access to education and training, immigration reform, migrant workers and temporary foreign workers.

C. EXPRESS YOURSELF - GROUP PROJECTS

These mini-workshops will help participants re-energize each day through the use of art, dance, spoken word, drumming or choir. No performance or artistic skills are required – only a strong desire to have fun by expressing your feelings, ideas or point of view in non-traditional ways. These are designed to be fun and free-flowing places for women to make their voices heard. They will provide participants with an opportunity to work with other women in a less formal environment.

These mini-workshops run over two days and take place from 3:15 pm – 5:00 pm on Thursday and Friday. Your group may decide to meet outside of classroom time. Each group will make a presentation to the rest of the Institute participants at the Closing Plenary on Sunday morning.



Please indicate one first choice and alternative choices should your first selection be full.

1. Drumming (*Taiko drumming*)
2. Dancing Bollywood Style (*Bollywood/Bhangra Dance Fusion*)
3. Telling My Story (*through spoken word*)
4. Creating My Picture (*through various art forms*)
5. Dancing the Salsa (*a mix of latin and salsa dancing*)
6. Joining Women's Voices (*women's choir*)

GENERAL INFORMATION ON THE INSTITUTE

UNIVERSITY OF VICTORIA (UVIC)

The University of Victoria enjoys a unique location on the southern tip of Vancouver Island, overlooking Haro Strait and the snow-capped Olympic Mountains. UVIC is in the Capital Regional District of BC.

Regular bus service from the campus to Victoria's city centre is available. Vancouver Island has regular ferry connections to Vancouver and Washington State, and Victoria is served by an International Airport located approximately 30 minutes from the University.

HOW TO REGISTER ONCE YOU ARRIVE

A map is attached at the end of this registration and information package. All places referred to in this brochure are highlighted on the Campus map.

Participants should register and check-in at the UVIC Housing office before registering for the Institute. The Housing office is located adjacent to Parking Lot #5, and is open 24-hours a day.

You cannot register at the Housing office before 3:00 pm (no exceptions) on July 9th.

Once you have checked-in and registered for your accommodation, you should proceed to the Summer Institute Registration Desk, located in the Queenswood Room in the Cadboro Commons Building directly across from the UVIC Housing office.

PARKING

Parking is in the student parking area by the Housing, Food and Conference Services Building, in Parking Lot #5, off Sinclair Road. You must use the meter in Lot #5, and place the ticket on your dashboard. You should follow the instructions for the "Weekly Parking" rate. **Parking for the duration of the Institute is \$24.00.** Daily parking rates are available but are more expensive and require getting separate tickets for daytime and evening hours. The meter accepts either cash or credit card payment.

ACCOMMODATIONS

Residences

All housing is in **student dorm rooms**. These **are not** hotel rooms, and no hotel-style service is provided.

The reserved buildings consist of three floors, and there are **no elevators**. It is therefore essential that participants with mobility challenges identify this on the registration form and indicate the type of challenge.

We have reserved a number of rooms in three student accommodation buildings for the exclusive use of the Summer Institute and will be for **WOMEN ONLY**. Any overflow from these rooms will be in mixed buildings provided additional spaces are still available for use.



This means that other summer students may be in those buildings and they may therefore NOT be women only. All rooms are assigned on a first-come, first-serve basis.

If you are booking double (shared) accommodation and have a preference as to your roommate, please be sure to indicate this on the Housing form in the space provided. If you do not list a rooming partner, we will assign a person to share with you.

For safety reasons, rooms must be taken as assigned. If you believe there is a strong reason for changing rooms, please talk to one of the B.C. Federation of Labour staff at the Summer Institute office. The Housing Office will NOT reassign rooms.

There is also no air conditioning in these rooms, so if it appears the weather may be hot, you may wish to bring a small fan with you.

The average room is furnished with a bed, desk and chair, mirror, reading lamp and wardrobe. Rooms are clean and comfortable, but certainly not palatial. Shared washrooms are centrally located in each building. Our reserved buildings may have washroom facilities for both men and women on the same floor, but all will be designated “women only” for the duration of our Institute.

Linens are provided – blankets, sheets, pillows and pillowcases. Towels and soap are provided in your room on arrival and clean towels are put out daily. Bath towels tend to be smaller, and you may want to consider bringing your own bath sheets with you. Please bring coloured towels so they do not get mixed up with the university’s white towels.

A lounge equipped with colour television is located on each floor. Guests in the common area may prepare light snacks, but regular meal preparation is not permitted.

Keys

When checking in, you will be issued a room key and an exterior key to your building. Please remember to lock your room at all times. If you lose your key, there will be a charge of \$50 for each key that is lost and/or not returned when checking out. You will be responsible for this charge.

What to Bring

Please bring: your own facecloths, alarm clock, iron, coffeemaker and any personal supplies you may wish to have with you. Sandals or flipflops might be handy to travel to and from the showers. If you will have children with you, please see the notes below under “Childcare”. Again, you may wish to bring a small fan if the forecast is for hot weather.

Phones/Messages

Pay telephones are available in all residence complexes for local OUTGOING calls only. Long distance calls may be placed using a calling card. Telephone messages will be taken at 250-721-8395, and will be posted on the bulletin board at the Housing Office.

Safety and Security

The Campus Security office provides two safety services – Safewalk and Campus Alone.

Details on these and other safety provisions will be included in the package we will send to you once we have received your registration. (Please note this is only applicable for registrations received prior to June 30th. Participants who register after that date will receive this information upon arrival at the Institute.)

CHILDCARE

The Summer Institute will provide childcare for children **between the ages of 2 and 12 years of age only** at the Institute with licensed childcare providers. Child(ren) will be required to sleep on the floor in your room, and you must therefore be booked into single accommodation.

Please bring a foam pad and a sleeping bag to accommodate your child(ren). For planning reasons, we must know your childcare requirements by **June 10, 2008**. A maximum of 2 children under 12 may sleep in a single accommodation room with their parent.

If you need childcare during the Institute, please complete the Childcare Registration Form and send a deposit of \$100.00. This deposit will be returned to you by mail after the Institute if your child(ren) attended.

You will be required to complete childcare forms by the childcare providers. Please ensure you have your child(ren)'s Medical Services Plan Number(s) or health insurance information with you, as well as any additional health information related to your child(ren).

Childcare is provided only during the hours shown on the Childcare Registration Form. Parents are responsible for taking their children to and from the childcare centre for meals.

CLOTHING

Dress is very casual at the Summer Institute. There is always a chance of rain in Victoria, so bring a raincoat or light windbreaker, as well as a sweater for evening activities. It is a good idea to wear comfortable shoes as you will need to walk from the residence to your classes.

If you plan to participate in the yoga sessions, please bring your own mat if possible, and make sure you have comfortable, appropriate clothing.

RECREATIONAL ACTIVITIES

UVIC has excellent recreational facilities onsite. Details will be provided to participants in their Institute kits at registration.

In addition, an early morning “strength and relaxation” group yoga class and early morning walking tours of the UVIC Finnerty Gardens will be offered. Both are provided free of charge, but you will, however, be required to sign up for these on Wednesday, July 9th.



MEDICAL FACILITIES

The Health Services Building is located at the southeast corner of Parking Lot #5, directly outside of the residences and Housing Office. Complete medical services are available. Office hours are 8:30 am to 4:30 am, Monday to Friday.

After hours First Aid services are available by contacting the Housing Office, open 24-hours per day.

MESSAGES

There will be a message board located in the Institute Office. Please check the message board on a regular basis. Staff will NOT be responsible for delivering messages, only posting them.

CURRENCY EXCHANGE

Please note there are no banking facilities on campus, other than ATM access. U.S. participants should exchange funds before arriving at the Institute.

SMOKING POLICY

Exposure to cigarette smoke is considered a health hazard, and all persons – whether students, staff or visitors – shall have the right to breathe clean air. All buildings are non-smoking and there is no smoking within 10 metres (30 feet) from any campus building.

Please note: The Capital Regional District has passed a very strict no smoking by-law.

FRAGRANCES

Because many participants may have a sensitivity to perfume and other fragranced products, we ask that you please refrain from using scented products, including shampoos and lotions. All classrooms and Institute events are to be fragrance-free.

SOLIDARITY GROUPS

Time and space can be made available outside of regular Institute activities for groups such as women of colour, First Nations women, Lesbian, Bisexual and Transgendered women, women in male-dominated workforces or differently-abled women to meet to discuss issues and concerns they have in common. Any woman may initiate meetings by posting a notice on the bulletin board at the Institute Office. Meeting rooms must be assigned through the Institute office.

OMBUDSPERSONS

Two Ombudspersons will be available throughout the Institute.

2008 SUMMER INSTITUTE FOR UNION WOMEN

FEES, ACCOMMODATION AND PAYMENT OPTIONS

SIUW 2008 FEES	Participant with NO Accommodation	Participant with 4 nights double accommodation	Participants with 4 nights single accommodation
Early Bird – by June 10/08	\$500.00	\$600.00	\$675.00
Late - After June 10/08	\$550.00	\$650.00	\$725.00`

Please note: If you require accommodation on Tuesday, July 8rd, ie. a 5th night, please calculate your additional room cost as shown below and submit one cheque for the registration fee, which must include the additional accommodation fee.

<i>Fee Calculations:</i>	<i>Total</i>
Participant with no accommodation (before June 10)	_____
Participant with 4 nights double accommodation (before June 10)	_____
Participant with 4 nights single accommodation (before June 10)	_____
Participant with no accommodation (after June 10)	_____
Participant with 4 nights double accommodation (after June 10)	_____
Participant with 4 nights single accommodation (after June 10)	_____
Additional accommodation – Single room \$50.00 x ____ nights	_____
Double room \$45.00 x ____ nights	_____
(Note: extra nights' accommodation does NOT include meals and is subject to availability)	
TOTAL REGISTRATION FEES:	_____

Please indicate method of payment:

Cheque Money Order **(Made payable to the B.C. Federation of Labour)**

Payment by Union: _____

Union Name

Union Contact Person: _____ Tel: _____ Fax: _____

Email: _____

If you are sharing accommodation, please indicate the name of the other participant with whom you wish to share. If no name is provided, we will pair you with another delegate.

I want to share with: _____

Your Expected Date of Arrival: _____ ***Time:*** _____



2008 SUMMER INSTITUTE FOR UNION WOMEN

ACCOMMODATION AND MEALS

Please note the early bird deadline is June 10, 2008. Registrations must be received by June 10th in order to receive the reduced rate. Registrations received after this date may not be able to be accommodated or may find their course/workshop choices filled.

All participants, facilitators, instructors and panellists must fill in this form to assist with the planning process. Please be sure to fill out this form in its entirety.

Type of Participant: Participant Facilitator/Instructor

Accommodation Required: Yes No

I have special accommodation needs: Yes* No

*If yes, please specify: _____

I have mobility challenges: Yes* No

*If yes, please specify: _____

I require childcare services: Yes* No

*If yes, please ensure you complete the separate Childcare Registration form

I have special dietary needs: Yes* No

*If yes, please check one. (*Note: vegetarian includes dairy products*)

Vegetarian Vegan Diabetic Non-Dairy Other*

Please explain "other": _____

OPTIONAL EARLY MORNING ACTIVITIES:

Both Yoga and Morning Garden Tours are taking place at the Institute. In order to assist us with planning, if you are interested in these activities, you will be asked to sign up on July 9. Both activities are on campus, and are offered at **no additional charge**:

YOGA – *Strength and Relaxation* (Thu-Sat, 7-8 am – If possible, please bring your own mat)
FINNERTY GARDEN – *Walking Tour* (Thu-Sat 7:30 am – 8:30 am starting on the half-hour)

Diversity - To help us ensure a good mix of participants throughout the various events at the Summer Institute, you **may** wish to voluntarily self-identify by checking one of the following:

Lesbian Bisexual Transgendered

First Nations Aboriginal Differently-Abled

Other Ethnicity If you wish, please list your ethnicity or heritage:

2008 SUMMER INSTITUTE FOR UNION WOMEN

REGISTRATION FORM

Please Print Clearly:

NAME: _____
(as you would have it appear on your name tag)

YOUR ADDRESS: _____

CITY: _____ **PROVINCE/STATE:** _____ **POSTAL/ZIP CODE:** _____

TELEPHONE: (WORK) () _____ **HOME:** () _____ **CELL:** () _____

EMAIL: _____

UNION NAME: _____
(Please write out)

LOCAL: _____

UNION RANKING OFFICER NAME (spell out): _____

TITLE: _____

SIGNATURE OF UNION RANKING OFFICER: _____

Note: Your registration will not be processed without union approval and full payment.

COURSE SELECTION

You are able to take one course/workshop under each of these 3 categories. Please indicate title & number of each choice, for example, if you wanted to take #2 (Campaign Communications) please put that under "Getting Equipped" as your first choice. Courses are filled on a first-come, first-serve basis.

CHOICES	GETTING EQUIPPED (Core Courses) (see pages 5 - 6)	TAKING ACTION (Sat. Workshops) (see pages 6 - 7)	EXPRESS YOURSELF (Mini-Workshops) (see page 7)
1 ST choice			
2 nd choice			
3 rd choice			

Privacy Statement: The personal information provided in this registration form will only be used for the purposes of session registration and will not be sold, shared or otherwise provided to any third party except for the University of Victoria (for registration purposes), unless it is for the purpose of academic research that complies with appropriate standards of confidentiality. The B.C. Federation of Labour may use the contact information that you have provided to contact you, or provide you with additional information in the future.

cope 15



SUMMER INSTITUTE FOR UNION WOMEN

REGISTRATION INFORMATION

The total registration fee listed below includes accommodation (where applicable), three meals a day including refreshment breaks, course materials, all scheduled extra-curricular activities, childcare (if applicable), and taxes. The childcare deposit is separate and apart from the registration fee.

SIUW 2008 FEES	Participant with NO Accommodation	Participant with 4 nights double accommodation	Participants with 4 nights single accommodation
Early Bird – by June 10/08	\$500.00	\$600.00	\$675.00
Late - After June 10/08	\$550.00	\$650.00	\$725.00`

Please ensure your cheque for payment for the Institute is included with your completed registration form and forwarded to us by **June 10, 2008**. **Reservations will be accepted after this deadline on a "space available" basis only.**

If you have not registered by this date, you may wish to call the B.C. Federation of Labour at (604) 430-1421 to find out if space is still available.

Methods of payment are shown on the registration form attached. Registration for the Institute commences at 3:30 pm on Wednesday, July 9, 2007 in the Queenswood Room.

NOTE: Your union must authorize your participation at the Institute regardless of who is paying. There is a section on the registration form for this authorization. Please ensure both sections are completed so we have contact info for you and your union.

CANCELLATIONS AND REFUNDS

Please read this section carefully to avoid missing these important deadlines.

All cancellations must be received in writing and accompanied by proof of payment. Requests should be directed to the B.C. Federation of Labour.

Cancellations received **prior to June 10, 2008** will receive a full refund less a \$50.00 handling charge.

Cancellations received **after June 10, 2008 but before June 17, 2008** will receive a refund of \$150.00.

There will be no refunds issued for cancellations received **after June 17, 2008**.

2008 SUMMER INSTITUTE FOR UNION WOMEN

PARTICIPANTS' QUESTIONNAIRE

At each Summer Institute, we hope to have a broad range of participants from different experiences. In order to ensure participation from all levels of experience, please tell us about your own experience both within and outside of your own union. You **must** complete this questionnaire as part of the registration process and send it with your registration forms and payment.

No Prior Involvement

Involvement in Your Union:

Positions Held: Executive Position _____ Years _____
 Council Position _____ Years _____
 Committee Specify _____ Years _____
 Other Specify _____ Years _____

Union Convention Delegate Yes No Year(s) _____

Education:

B.C. Federation of Labour, Canadian Labour Congress, AFL-CIO, State Federation or Labour Council Experience:

Executive Member (specify) _____ Years _____
Committee Member (specify) _____ Years _____
Convention Delegate Years _____
Conference(s) (specify) _____ Year _____
_____ Year _____

Summer Institute for Union Women - Years Attended: _____

Labour Education Courses (specify) _____ Year _____
Courses _____ Year _____
Courses _____ Year _____
Courses _____ Year _____

Political Experience

Please list any Political Involvement, including campaign experience or education:



2008 SUMMER INSTITUTE FOR UNION WOMEN

QUESTIONS? NEED MORE INFORMATION? HOW TO REACH US

Registration and Accommodation

For questions regarding Registration and Accommodations, please contact:

B.C. Federation of Labour
#200 – 5118 Joyce Street
Vancouver, BC V5R 4H1
Telephone: 604-430-1421
Email: admin@bcfed.ca

Program Information or Course Content

For questions related to the Summer Institute Program, courses/workshops being offered, or other events taking place, please contact:

B.C. Federation of Labour
#200 – 5118 Joyce Street
Vancouver, BC V5R 4H1
Telephone: 604-430-1421 Extension 241
Email: women@bcfed.ca

The information contained in this brochure is also available on our website, at www.bcfed.ca

We look forward to meeting you at this year's Summer Institute for Union Women.

2008 SUMMER INSTITUTE FOR UNION WOMEN

CHILDCARE REGISTRATION FORM

Childcare will be provided during the following hours:



Wednesday, July 9	3:00 pm – 10:00 pm
Thursday, July 10	8:30 am – 9:00 pm
Friday, July 11	8:30 am – 6:00 pm
Saturday, July 12	8:30 am – 10:00 pm
Sunday, July 13	8:30 am – 2:00 pm

Number of child(ren):

Name(s)	Age(s)	Health Insurance Numbers

I will require childcare for the duration of the Institute OR

I will require childcare for the following days and times only: _____

Special needs/requirements: _____

Food Allergies: _____

(Parent's Signature)

(Date)

PLEASE NOTE: Children must be taken to and from the cafeteria for supper by the parent. You will be required to fill out registration forms when you go to the Childcare Room. They will also require a photocopy of your child(ren)'s Medical Services Plan Number(s) or health insurance information.

Please return a deposit of \$100.00 with this form. The deposit will be returned to you by mail after the Conference if your child(ren) attended.

DEADLINE FOR REGISTRATION IS JUNE 10, 2008



MAPS OF VICTORIA AND THE UNIVERSITY OF VICTORIA

GETTING THERE.....



WHEN YOU GET THERE..... Go to Housing Office (by Craigdarroch Office – Park in Parking Lot #5)

