



## A Steward's Role

A building steward, elected by and working with other union members at the site, will:

1. Be the chief spokesperson for the Union in the building and conduct regular Union meetings at the building/site. Act as the voice of the membership in the building by relaying member issues and concerns to MFT leadership.
2. Recruit staff members new to the building and actively seek Union membership of new teachers. This may include meeting and signing up new members at the New Teacher Orientations.
3. Attend regular membership and stewards' plus meetings during the school year. If stewards are unable to attend the meetings, secure an alternate to attend to bring the information and materials back.
4. Assist members in problem-solving, mediation and conflict resolution processes that lead to solutions, resolutions and relationship building. Initiation of grievance/arbitration processes, if possible, should be a last resort if other processes fail.
5. Participate as a key player in building leadership. It is important that the union people in the building be viewed by colleagues as educational leaders representing all the teachers. Stewards may seek a position on the site leadership team.
6. Distribute official Union materials and publications. It is important that mailings be distributed in a timely manner, as many are legal notifications with date and time limits. These include seniority lists, bidding information and such notices that are required to fulfill contractual obligations.
7. Solicit contributions authorized by the Minneapolis Federation of Teachers such as COPE, United Way and Local 59 Scholarship Fund.
8. Keep a current bulletin board at a conspicuous location in the building to help keep members informed of job postings and other important information, contribute information about site activities to the MFT Educator and to inform members about the Local 59 website at [www.mft59.org](http://www.mft59.org)
9. Know the provisions of the negotiated contract to be able to answer member questions or know where to call for interpretation and more information.
10. Know, understand, model and be able to articulate the new professional model, standards, accountability framework and reform efforts.
11. Collaborate with ESP Steward and model respect, collaboration and teaming between teachers and Educational Support Professionals.
12. Represent and advocate for members at the building/site in issues with administration.