



# ELECTION OF UNION STEWARD

## *Minneapolis Federation of Teachers, Local 59*

Union stewards are key members of union leadership. Members who are elected to serve as steward are the union's front-line representatives at a site. Stewards serve as the voice of MFT and the union connection for members in the buildings. As such, stewards are critical to the work of MFT and professional unionism.

While the work of a union steward varies from site to site based on need, there are certain basic expectations of the position. The typical roles and responsibilities of a union steward include, but are not limited to:

- **Problem solver:** A steward is responsible for identifying and solving the job-related and personal welfare concerns of the union members at the site. To resolve problems, a union steward meets with members and/or administrators in his or her building. A union steward also makes sure that the working conditions and rights outlined in the teacher's contract are followed.
- **Communicator:** Two-way communication between union members at a site and MFT's union leadership is key to a successful union. A steward acts as a vital link in this effort. He or she listens to members' concerns, suggestions and problems and communicates this information to MFT union leaders. A steward also communicates information from MFT's leadership back to members at the work site.
- **Organizer:** A steward is responsible for recruiting members and volunteers to support MFT's work on behalf of its members. A steward recruits members for union committees, political action activities, union-sponsored social and workplace issue activities, and to serve as union representatives on joint labor-management committees at the site and district levels.
- **Site leader:** Mobilizing members, MFT's most valuable asset, to address problems or issues either at the site or district level or in the broader community is another responsibility of a union steward. As a leader, a steward should act in an ethical, collaborative and respectful manner, garnering the trust and support of his or her colleagues.

### Article 13 – Stewards

**Section 1.** Each chapter shall have one steward per work site to be elected annually by the last day in September by the members at that site.

**Section 2.** If no steward is elected, the chapter president shall be able to appoint a steward to serve until the following year's election.

**Section 3.** Stewards shall be subject to recall by the Joint Executive Board with by a 2/3 majority vote after a request of the majority of the Teachers and Related Service Personnel or ESPs at the site.

*Minneapolis Federation of Teachers, Local 59 Constitution and Bylaws, rev. 5/24/17.*



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## Union Steward Election Protocol

Site stewards shall be elected by MFT members in each site by the third week in September, before the regularly scheduled September Stewards Plus meeting. Only members of MFT may run for the position of site union steward. Elections shall occur annually or when an elected steward steps down from the position, requiring the election of a successor. Elections for site stewards shall happen accordingly:

- ❖ Elections may occur during a regularly scheduled site staff meeting. All elections this fall shall occur by **the fourth Wednesday in September**. Remember, ***15 minutes of regularly scheduled staff meetings may be used for union business***, as guaranteed by Article II, Section A of the teacher contract. Inform site administrators of the need for time on the meeting agenda.
- ❖ Candidates for the position of site steward shall be allowed a brief period to speak to site members before voting. All candidates must be members of MFT Local 59.
- ❖ Elections shall be supervised by a neutral member or members at the site. Those running for the position of steward shall not be involved in the collecting or counting of submitted ballots. Should a need exist, members may request assistance in conducting or supervising steward elections from MFT by calling 612-529-9621.
- ❖ Voting shall be anonymous, using the ballot form attached. (Members conducting the election shall fill in candidate names on the ballot for the site.) Precautions to protect anonymity shall be taken.
- ❖ Ballots shall be counted within 24 hours of collection. Results shall be promptly communicated to site staff as well as MFT. Ballots are stored at the site for one calendar year.
- ❖ Sites may have one than more union steward, but no more than one steward per 20 members at a site shall be elected. Each member shall vote for the number of candidates allotted for the site based on the number of members at that site. Candidates receiving the highest number of votes shall be elected to the position(s).



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❖ Concerns regarding steward elections may be submitted to MFT Local 59 President Michelle Wiese.

## MINNEAPOLIS FEDERATION OF TEACHERS, LOCAL 59 *Union Steward Ballot*

Vote for \_\_\_\_\_ of the following candidates for your site's MFT union steward(s):  
*(Number of stewards per site is based on 1 steward per 20 members at the site)*

<input type="checkbox"/>	_____	<input type="checkbox"/>	_____
<input type="checkbox"/>	_____	<input type="checkbox"/>	_____
<input type="checkbox"/>	_____	<input type="checkbox"/>	_____

Please return to \_\_\_\_\_ by \_\_\_\_\_  
Location or Staff member Date

**THANK YOU FOR ELECTING YOUR SITE MFT UNION STEWARD(S)!**

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<input type="checkbox"/>	_____	<input type="checkbox"/>	_____

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