



## The Role of the Pearson Teachers Union Delegate

In a school or a centre with twenty (20) PTU members or less, there is one (1) delegate who shall be designated as the senior delegate in which capacity he or she shall be a member of the School Council or Centre Council;

In a school or centre with more than twenty (20) PTU members, there is one (1) delegate for every twenty (20) members or of a major fraction of twenty (20). The delegate with the greatest number of votes shall be designated as the senior delegate in which capacity he or she shall be a member of the School Council or Centre Council;

The PTU members in a school or centre shall also elect an alternate who shall replace the senior delegate when he or she is unable to perform his or her duties, which include:

- Attending meetings (monthly Delegates' Assemblies);
- Serve as a member of School Council;
- Assist colleagues with contractual issues;
- Contact the Union for help on behalf of his or her colleagues;
- Distribute informative documents from the Union;
- Offer support when a colleague is experiencing difficulties;
- Act as a liaison between colleagues and the Union;
- Direct teachers to the contact person at the Union when a question cannot be answered;
- Be able to provide the names of the Executive members and office staff;
- Be able to provide the telephone and fax numbers of the union;
- Encourage teachers to attend general meetings;
- Maintain a union bulletin board in the school or centre;
- Share information with colleagues via formal and informal meetings, handouts, minutes or notes from delegates' meetings, etc.;
- Organize and conduct in-school voting (elections and referenda);
- Make documents available to colleagues, such as:
  - Provincial Entente;
  - Local Agreement;
  - Governing Board Guide from QPAT;
  - Insurance Booklets.