

The Crucial Roles & Responsibilities of Site Reps

I. UNION ORGANIZER

1. **Worksite Presence:** *Site reps conduct regular walk throughs at their work site and build relationships with their co-workers, who know who their site rep(s) are.*
2. **Worksite Structure:** *Site reps help ID and recruit informal (organic) leaders in other grades/departments at their worksite to be on their site's building action team (BAT).*
3. **Union Democracy** - *Site reps and BATs conduct regular site meetings to provide updates, conduct union business (e.g., elections), hear member concerns and help develop organizing plans to address them.*
4. **Worksite Communications:** *Site reps and BATs conduct ongoing one-on-one conversations with members in their BAT network to share updates, strengthen relationships and activate participation.*
5. **Union Membership:** *Site reps and BATs create and use a wall chart strategically to track union membership and participation to focus organizing efforts on building a super majority union membership and member participation.*
6. **Worksite Power:** *Site reps and BATs focus their organizing efforts on inactive supporters and disengaged co-workers to expand the base of member participation, as the source of union power.*

II. MEMBER ADVOCATE

1. **Contract Enforcement:** *Site reps are trained on basic contract enforcement and organizing but don't rely exclusively on the grievance process to solve issues.*
2. **Meet with Management:** *Site reps accompany the grievant(s) to the informal grievance meetings with management.*

- **Our UNION is as strong as our work sites.**
- **Our SITES are as strong as our site leaders.**
- **Strong REPS are union organizers and member advocates!**