

**Your OTBU Executive invites applications for the following Bargaining Unit Committees for the 2024 - 2025 Federation year:**

- Anti-Harassment and Anti-Bullying Appeals Committee, five (5)
- Chief Negotiator (1)
- Collective Bargaining Committee (10)
- Communications and Political Action Officer, one (1)
- Constitution Officer, one (1)
- Educational Services Officer (1)
- Equity Committee, (12)
- Grievance Appeal Committee (1)
- Health and Safety Committee (4)
- Health and Safety Officer (1)

**Description of Committees**

**Anti-Harassment and Anti-Bullying Appeals Committee, five (5)**

The Member's duties include hearing the appeal against the decision of the Anti- Harassment Officer.

**Chief Negotiator, one (1)**

The Chief Negotiator's duties will be to attend and chair Bargaining Unit collective bargaining committee meetings, attend provincial and regional CBC meetings when invited, report to the Provincial CBC liaison, to the OTBU Executive and carry out other appropriate assignments from the Executive.

**Collective Bargaining Committee up to ten (10)**

The Member's duties include soliciting input from Members regarding Collective Agreement issues and preparing a negotiating brief.

**Communications and Political Action Officer, one (1)**

The Officer's duties include the promotion and co-ordination of the growth of the members through Communication and Political Action initiatives. To act as a link and consult with the Provincial Communications/Political Action Committee. To implement political action activities approved by Provincial OSSTF or the Executive. To attend the provincial Communications and Political Action Conferences and regional meetings and other appropriate assignments from the Executive.

**Constitution Officer, one (1)**

It shall be the duty of the Constitution Officer to be Chair of the Constitution and Steering Committee and carry out the duties as per Bylaw 6 of the OTBU Constitution and as directed by the OTBU Executive.

**Educational Services Officer, one (1)**

The Officer's duties include promotion of the growth of the members through educational services initiatives. To act as a link and consult with the Provincial Educational Services Committee and other appropriate assignments from the Executive.

**Equity Committee, (12)**

The terms of reference of this Committee shall be to identify and eliminate unfair biases and systemic barriers that limit full participation in the OTBU. Promote marginalized members to be leaders, mentors, and role models who value and respect diversity, and endeavour to create a safe and inclusive workspace for all members. Inform OTBU members of available equity related training, resources and supports. The normal term for the above appointments made by the Executive is from July 1, 2024 until June 30, 2025. Applicants with an interest in the above offices must send a notice of application along with a rationale for appointment.

**Grievance Appeal Committee, one (1)**

The Member's duty is to attend meetings of the Grievance Appeal Committee, called whenever a Member appeals the decision of the Grievance Officer not to grieve an issue for that Member. 23 Volume 19, Issue 2/3 Page 23

**OTBU Health and Safety Committee, four (4)**

The Member's duties include representation of the OTBU through attendance at the meetings of the Joint Health and Safety Committee, the meetings of the workers' caucus, site inspections, and appropriate assignments from the Executive. The applicant should already hold the Basic Health and Safety Qualification.

**Health and Safety Officer, one (1)**

The Officer's duties include representation of the OTBU in matters of Health and Safety other than at District 12 and the JHSC's, participation, as required, in OSSTF provincial Health and Safety issues and other appropriate assignments from the Executive.

*Please send application to the OTBU secretary at: [otbu.office@d12.osstf.ca](mailto:otbu.office@d12.osstf.ca) or by mail to 1708 - 95, Thorncliffe Park Drive, Toronto, Ontario, M4H 1L7 Applications to be received by 5 pm, on June 15, 2024. Only successful applicants will be notified of the appointments.*