



2018 ANMF Job Representative training schedule

anmfvic.asn.au/reps

Whether you're a new Job Representative wanting to be more involved with your union at the workplace, or an experienced Job Rep looking for a refresher, we have a program to meet your needs.

Our Job Rep training is fee free and is designed to provide you with important and useful information, skills and knowledge to help you carry out your role confidently.

jrt@anmfvic.asn.au
03 9275 9333



**Australian
Nursing &
Midwifery
Federation**
VICTORIAN BRANCH

Job Rep Foundations

An introduction for Job Representatives

Our introductory program provides new Job Reps with the basic information they need to know about the Branch, the role of unions and the role of the ANMF Job Representative.

The introductory program consists of an online module followed by a one day face to face training component. Completion of the online module is a prerequisite to registering for the face to face training.

This program is designed to provide new Job Reps with sufficient knowledge, information and resources to begin being active in the union within their own work area/workplace.

ANMF recommends that Job Reps attend an introductory course within three (3) months of completing the online module.

A refresher of this program is recommended for Job Reps every three years.

You can register for the online module at anmfvic.asn.au/reps

Regional Job Rep Foundations program dates

Ballarat

Tuesday 6 March

Shepparton

Tuesday 1 May

Bendigo

Tuesday 29 May

Wangaratta

Monday 17 July

Traralgon

Tuesday 28 August

Warrnambool

Tuesday 2 October

Geelong

Tuesday 30 October

If no introductory training is scheduled in your regional area, you can attend a Melbourne Introductory course.

Melbourne Job Rep Foundations program dates

Tuesday 20 March

Wednesday 11 April

Wednesday 9 May

Wednesday 13 June

Wednesday 18 July

Wednesday 8 August

Wednesday 5 September

Wednesday 10 October

Wednesday 14 November

Wednesday 12 December



Keeping It Organised

Organiser and network specific training

The aim of this 2 day program is to provide Job Reps with dedicated time with their Organiser while developing skills and strategies to help build the profile, presence and activity of the ANMF in the workplace.

The program includes developing practical problem solving skills to address specific workplace issues, exploring strategies for effectively monitoring the implementation of enterprise bargaining agreements as well as the development of specific workplace organising plans.

Job Reps can only apply for the Keeping it Organised course linked to their own Organiser and geographical area. If you aren't sure who your Organiser is, please contact us on 9275 9333.

Regional Keeping It Organised program dates

Ballarat

Wednesday 7 and
Thursday 8 March

Organiser:

Allan Townsend and
Christine Steiner

Mildura/Swan Hill

Tuesday 27 and
Wednesday

28 March

Organiser:

Kaylene Brazulaitis

Shepparton

Wednesday 2 and
Thursday 3 May

Organiser:

Julie Wearing-Smith

Bendigo

Wednesday 30 and
Thursday 31 May

Organiser:

Loretta Marchesi

Wangaratta

Wednesday 18 and
Thursday 19 July

Organiser:

Alison Kairns

Traralgon

Wednesday 29 and
Thursday 30 August

Organiser:

Quinn McGuinness/
Kylie Martin

Warrnambool

Wednesday 3 and
Thursday 4 October

Organiser:

Matt Watson

Geelong

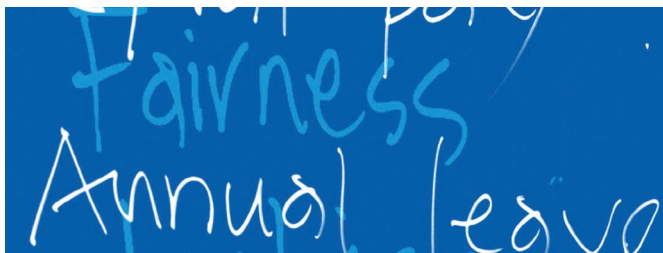
Wednesday
31 October
and Thursday 1

November

Organiser:

Claire Whitwam/
Christian Sanderson

Information in this schedule was correct as of 29 November 2017. Please visit anmfvic.asn.au/ reps throughout 2018 to check for any further updates.



Melbourne Keeping It Organised program dates

**Wednesday 14 and
Thursday 15 March**

Organisers:

Nicole Brown

Te Arahi Samakowidic

Tuesday 17 and

Wednesday 18 April

Organisers:

Narelle Hayes

Rachel Halse

Tuesday 15 and

Wednesday 16 May

Organisers:

Toni Coughlin

Jody Kerrins

**Wednesday 30 and
Thursday 31 May**

Organisers:

Madeleine Harradence

Amy Cooper

Tuesday 31 July and

Wednesday 1 August

Organisers:

Kelly Arnett-

Somerville

Jade Chandler

Wednesday 22 and

Thursday 23 August

Organisers:

Christian Sanderson

Richard Joske

**Wednesday 26
and Thursday 27
September**

Organisers:

John Mills

Judith Milne

**Wednesday 24 and
Thursday 25 October**

Organisers:

Cynthia Salmons

Gail Were

Tuesday 28 and

Wednesday

29 November

Organisers:

Jo Petrini

Simon Olden

Paid union training leave

Job Reps may, under the terms of their enterprise agreement, be eligible for paid union training leave to attend these programs.

If you do not have an entitlement and your employer will not provide paid training leave, you may be eligible for an ANMF 'loss of pay' subsidy.

Upon registering we will provide you with written confirmation and a letter to forward to your NUM/Line Manager requesting leave. If you do not receive your confirmation letter within your required roster posting period, please email us at jrt@anmfvic.asn.au



Travel, accommodation and catering

ANMF will reimburse travel costs as follows:

1. If your workplace is more than 70 kilometres from the Melbourne GPO, ANMF will reimburse the cost of a standard rail fare (Metro or V-Line), or petrol subsidy (including all road tolls, metropolitan public transport, and/or parking fees).
2. For regional courses, if your workplace is more than 20 kilometres from the regional venue, ANMF will reimburse the cost of standard public transport fares or petrol subsidy.
3. ANMF will organise and provide accommodation (when requested) for Job Reps whose workplace is more than 70 kilometres from the training venue (metro or regional).

Lunch, morning and afternoon tea is provided at all training courses.

How to become a Job Rep

You must be an ANMF Job Representative to apply for any of these programs. If you are not a Job Rep you can download a nomination form here: anmfvic.asn.au/rebs/become-a-job-rep and return it to jrt@anmfvic.asn.au

Alternatively, post the completed form to: ANMF (Vic Branch), Box 12600, A'Beckett St Post Office, Melbourne 8006 or fax it to 03 9275 9344

Contact ANMF (Vic Branch)

535 Elizabeth Street, Melbourne VIC 3000

jrt@anmfvic.asn.au

03 9275 9333

anmfvic.asn.au/rebs



2018 Job Rep training application form

Please complete all sections of this form

ANMF membership number

Surname

First name

Male

Female

Phone

Mobile

Home address

Postcode

Home email

Workplace

Work address

Postcode

Work type:

Public

Private

Other

Work phone

Name of Nurse Unit Manager

How long have you been a Job Rep?

1. I wish to attend a Job Rep Foundations training program

No

Yes

Date

Location

2. Have you completed the online module?

No

Yes

3. I wish to attend a Keeping It Organised training program

No

Yes

Date

Location

Do you require accommodation?

No

Yes

Check-in date

Check-out date

ANMF Organiser name

Dietary requirements

No

Yes

Description

Please email this form on completion to jrt@anmfvic.asn.au or return it by mail to:
ANMF (Vic Branch), Box 12600 A'Beckett St PO, Melbourne 8006.
Or fax it to 03 9275 9344.