



Checklist for Building Them and Us Unionism in Your Local

PREPARING FOR AGGRESSIVE STRUGGLE

	Done	Working on it	Not Done	Not Sure
The union is visible with members wearing caps, buttons, or t-shirts.				
The local provides regular trainings to officers and stewards to build their skills and confidence; members attend regional workshops sponsored by the national union.				
Organizing around grievances and the contract always includes members and membership recruitment.				
The union uses a contract support committee to engage members in the contract fight.				
The union tests membership participation through occasional low-level actions (petitions, t-shirt days, etc.).				
There are an adequate number of stewards. A steward network represents members across departments, shifts, languages, etc.				
The local has up-to-date lists of community allies and media to use for public actions.				

FORTIFYING RANK AND FILE CONTROL

	Done	Working on it	Not Done	Not Sure
Membership meetings are held regularly with agendas posted in advance.				
Elections for leadership positions are publicized well in advance.				
Union accomplishments (like grievances won and improvements achieved) are publicized through regular newsletters or flyers (electronic and/or hard copies).				
Members have an easy way to communicate concerns or praise to union leaders (email address, office hours, phone number, social media etc).				
Financial reports are made at <i>every</i> member meeting.				
The local's trustees perform quarterly financial audits and report about them to the members and national union.				
Elected delegates attend regional councils and the national convention, and give reports back to membership meetings.				
<i>UE News</i> mailing list is up-to-date.				
<i>UE Steward</i> is distributed and posted regularly.				
Stewards are involved in maintaining a record of grievances and their status, and that is reported to the membership.				

INDEPENDENT POLITICAL ACTION PLANS

	Done	Working on it	Not Done	Not Sure
Local officers know the names and contact information of all local, state, and federal elected officials.				
At least once a year, local officers attempt to meet these elected officials and let them know about workplace conditions or struggles.				
Members attend state UE political action days.				
The union mobilizes members to contact elected officials or take part in protest actions around issues that the union has prioritized.				
The union works with community allies on issues important to working people.				

GROWING INTERNATIONAL SOLIDARITY

	Done	Working on it	Not Done	Not Sure
The union provides member education on international worker rights and solidarity.				
The union mobilizes members to take part in solidarity actions with unions in other countries (such as sending pictures or signing petitions).				
Leaders have attempted to establish relationships with international workers who do similar jobs or have the same employer.				
Within the last few years, a member of the local has participated in a worker delegation to another country & has reported back to members about the exchange.				

UNITING ALL WORKERS

	Done	Working on it	Not Done	Not Sure
The union fights to eliminate discrimination in the workplace and within the union.				
Leaders make an effort to recruit new and diverse activists for elected offices.				
You have an updated roster of workers and their contact information.				
A leader is assigned to keep track of membership and coordinate with stewards and other union leaders to conduct outreach to non-members and new employees. This person makes membership reports at local meetings.				
Your contract has language that allows for union access to new employee orientations. Leaders are prepared to speak at those orientations.				
The union has a "Unity Committee" or similar to assist members in addressing experiences of harassment or discrimination.				
Materials are translated into the languages used by our members. Interpretation is provided at meetings (if applicable).				
Members contact non-union workers in the community about the benefits of having a union.				