

# Labor-Management Training Initiative

*Supporting effective labor relations in Montana state government through specialized training and skill development.*

## Fundamentals of Labor Relations & Contract Administration

**April 20 & 21 8:30 - 4:30**

**Red Lion Colonial Hotel - Helena**

This two-day workshop, led by Federal Mediation & Conciliation Service (FMCS) trainers, targets state supervisors, job stewards, and others charged with administering the collective bargaining agreement. Participants learn:

- Rights, roles, obligations and responsibilities.
- How to resolve workplace disputes at their earliest stages.
- The elements of "just cause" and progressive discipline.
- Critical investigative techniques, processes, and precedents.

### How do I register?

#### ***To register for the Fundamentals of Labor Relations workshop-***

Contact your bargaining agent, agency human resource officer, supervisor or contact Ruth Anne Hansen at 444-3892 or ruhanen@mt.gov. Please register by **March 26<sup>th</sup>**. **You'll need to obtain your supervisor's approval to attend prior to registering for the workshop.**

### Who pays?

The cost of the training (registration, conference rooms, lunch, snacks, etc.) will be paid through the Labor-Management Training Initiative. We'll hold a block of hotel rooms prior to the scheduled workshop. ***Training participants are responsible for booking their hotel rooms.*** State agencies will provide release time for the employees and cover the cost of their hotel rooms, travel and per diem.