

PRN STRUCTURES, PROCEDURES AND RESPONSIBILITIES

1. RESPONSIBILITIES OF THE PRN TEAM

Provincial Executive Member

The Provincial Executive member of the Provincial Negotiating Team is the Chairperson of the Provincial Responsibility for Negotiations (PRN). As such, the Provincial Executive member bears full responsibility for the PRN (including the power to veto) and all initiatives and actions undertaken during the PRN. This responsibility includes involvement in negotiations, finances, reporting to the Provincial Executive, strike structure, press releases and communication with the media. No tentative settlement or subsequently ratified agreement will be valid without the approval of the Provincial Executive member of the Provincial Negotiating Team.

Executive Assistant

The Executive Assistant is the Chief Negotiator and spokesperson for the bargaining unit for the duration of the PRN. The Executive Assistant has responsibility for helping the Bargaining Unit Executive and the PRN Team in developing baselines, determining negotiating strategy, devising positions, communicating with the mediator or other third parties and working with the members of the Team in all aspects of the negotiations process.

Bargaining Unit President

The Bargaining Unit President bears local responsibility for the PRN. It is the President's job to work co-operatively with the Chairperson to maintain local support, to be on the Negotiating Team, to arrange and to chair meetings of the membership or Bargaining Unit Executive, and to ensure that Bargaining Unit business runs as smoothly as possible during the PRN.

Bargaining Unit Chief Negotiator

The Bargaining Unit Chief Negotiator provides the continuity between the negotiations that have gone before the PRN and the negotiations that remain to be completed. The Bargaining Unit Chief Negotiator has the responsibility to assist the Provincial Chief Negotiator in all matters related to negotiations including providing a summary of the positions of the parties up to the PRN, gathering and analyzing any necessary data such as staffing, benefits or financial information and setting up strike structures.

Roles of Other Members of the Provincial Negotiating Team

The fifth member of the Provincial Negotiating Team is usually a member of the pre-existing Bargaining Unit negotiating team. This member will be assigned duties by the Team for the duration of the PRN.