

UW Montlake

Local Unit Officer Nominations

It is time to develop a slate of candidates for our Local Unit Officers. Our local unit's strength and effectiveness is determined by the level of participation. Elected WSNA Local Unit Officers work in partnership with the WSNA Nurse Representative and are the backbone of our local unit. Overviews of each position are on the back of this form.

If you are interested in being a leader in our Local Unit or know someone who might be a great candidate, this is your opportunity to nominate yourself or someone whom you feel would fill the role well. **Training for each of these positions will be provided.** Officer terms are for three (3) years. All may succeed themselves.

Please nominate yourself or someone else. If you are nominating someone as Local Unit Officer, other than yourself, they will have to agree to be placed on the slate, so encourage them to run! All nomination forms must be received by Feb. 12, 2021. Please scan and email them to Ed Zercher ezercher@wsna.org or mail to 575 West Andover Parkway Suite 101 , Seattle WA 98188.

Elected Officers:

Chairperson _____

Vice- Chairperson _____

Secretary _____

Treasurer _____

Grievance Officer (up to 7 persons) _____

Membership Officer _____

Appointed Position:

Local Unit Rep _____

WSNA Local Unit Officer & Unit Rep Position Overview

Chairperson and Vice-Chairperson

The Local Unit Chair and Vice-Chair are the leaders and coordinators of the local unit. The Chair is responsible for ensuring that goals and business of the Local Unit are accomplished. The goals are that members are informed and involved, that the Local Unit Rules are followed, and committees are functioning and accountable. Sounds like a big job—it is! Don't worry— you do not have to do this alone!

Secretary

The Local Unit Secretary as an officer and member of the Local Unit Executive Committee is responsible for ensuring that all officers and committees of the local unit are notified of upcoming meetings and events. The Local Unit Secretary assists with gathering information for the local unit newsletters and works with the Local Unit Chair in sending the materials to the WSNA Nurse Representative at the WSNA Office.

Treasurer

In 1978, the membership of the Washington State Nurses Association voted to allocate 4% of dues paid by each member of a bargaining unit to a local unit fund to be used to support activities of each local unit. Since then, funds have been used to assist local unit officers and others to carry on the important tasks before them in representing the interests of members. The Treasurer's duties include authorizing and signing for payment of bills that have been approved by the Chairperson; keeping an itemized account of all receipts and disbursements; reporting to the Executive Committee on the status of the dues.

Grievance Officer (Up to (7) Grievance Officers can be elected)

The Grievance Officer is an important office in the local bargaining unit and a member of the Local Unit Executive Team. The Grievance Officer oversees contract enforcement using the grievance procedure found in the contract, and by doing so, advocates for all nurses.

Membership Officer

The Membership Officer attends all new hire orientations to allow nurses to sign up for membership. The Membership Coordinator is also responsible for ensuring that Unit Reps update the bulletin boards on all units.

Local Unit Rep

All units need at least one Unit Rep for each shift. The Unit Rep is the appointed primary point of contact between nurses in the unit, Local Unit Officers, and WSNA Staff. A Unit Rep welcomes and introduces themselves and WSNA to new nurses in their clinical area. Unit Reps are a resource to nurses in their clinic and across the bargaining unit. Unit Reps collect and distribute information so that nurses and Local Unit Officers can work together for maximum contract enforcement.