

## Vital Signs of a Strong Local Union

**WORKSHEET OVERVIEW:** This worksheet should be used as a discussion tool in conjunction with the full CFT Vital Signs of a Strong Local Union. This worksheet highlights key Vital Signs that are particularly important this fall as we focus on building strong local unions able to withstand a negative *Janus* decision and able to achieve gains for our members, students, and communities.

**Local Union Name:** \_\_\_\_\_ **Number:** \_\_\_\_\_

### SUPER MAJORITY MEMBERSHIP

	Number (#)	Percentage (%)
Total Bargaining Unit Size:		
Total Union Members:		
Total Fair Share Agency		

- How many new members are needed to reach 80%? \_\_\_\_\_ To reach 90% union membership? \_\_\_\_\_
- What is plan to reach at least 80% union members?  
(If already at 80% membership, what is the plan to reach 90%?)

### ORGANIZED & INVOLVED MEMBERSHIP

#### Worksite/Department Leadership Structure

- Number of worksite/department leaders active in the union: \_\_\_\_\_
- Ratio of worksite/department leaders to bargaining unit members? (i.e # of bargaining unit members divided by # of active worksite/department leaders)
- The plan to recruit and activate worksite/department leaders:

#### Membership Meetings

Schedule of membership meetings for 2017-18:

#### Member Communications

- What is your system for 1:1 conversations with bargaining unit members? How fast can you reach all bargaining unit members in a face-to-face manner?
- Current communication methods (in-person, in print, and electronically):
- Are you using the Action Network Digital Communications platform or other similar platform?  
(Action Network is free for all AFT-affiliates.)

## Contract Campaigns

1. Full contract expiration date:
2. Key bargaining issues:
3. The plan to involve members through all phases of a contract campaign:

## Worksite Issues & Contract Enforcement

1. Number of formal grievances filed on average each year:
2. Current site or department issues (whether or not they are a grievance):
3. The training plan for Executive Board and Worksite/Department Leaders on basic union legal rights & responsibilities, tools for worksite problem-solving, member outreach & organizing and basic grievance handling:

## POLITICS & POLICY

### Monthly COPE Contributors

1. How many members voluntarily donate to COPE each month? (#/% making voluntary COPE contribution)
2. Any plans for a COPE outreach drive this year?

### Elected Officials

Next Board of Trustee/School Board races?

How many seats will be up for election?

## FOCUSED RESOURCES

How are the local union's focus and financial resources aligned to build an organized and involved membership? How has the union reviewed and modified its budget to prepare for a potential loss of fair share agency fees?

## OTHER VITAL SIGNS

Other campaign issues, events, or organizing plans to note for 2017-18:

## CFT SUPPORT

Additional CFT support that might be helpful in 2017-18:

### *CFT Planning Tools Available:*

- Planning a Member-to-Member Outreach Drive
- Planning Worksheet to Increase Union Membership
- Overview of Charting & Mapping
- Building A Strong Worksite Leadership Structure
- Identify, Develop, & Retain Leaders
- Tips for Turnout
- Planning an Effective Meeting
- Choosing a Good Organizing Issue
- Phases of a Contract Campaign
- CFT Worksite Leaders Training Program
- Planning a COPE Program
- Fall 2017 Statewide Trainings