

AREA COORDINATORS DUTIES

Area Coordinators are elected on at-large basis by the membership every two years and are an important link in communications. They must:

1. Know current union policy and philosophy (local, state, and national)
2. Attend monthly membership, area coordinator, and executive council meetings.
3. Help ensure that there is an elected Building Rep. in each of their area's schools.
4. Communicate regularly with BR's and CFT Staff about issues, procedures, or any problems in area schools.
5. Encourage and assist BR's in membership recruitment at schools.
6. Help plan city-wide and area BR social events, meetings, and workshops.
7. Assist and encourage BR's in conducting school chapter meetings.
8. Recruit new members at teacher gatherings (meetings, workshops, new teacher orientations, etc)
9. Attend the CFT's August Building Rep Workshop and September Cocktail Party.
10. Maintain personal area files and assist Second Vice President with office area files.
11. Help the Second Vice President with, and assist their BR's in contract implementation and enforcement.